

**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)**

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.

### 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:

Our new Stormwater Bylaw was approved at the October 2020 Town Meeting and posted on the Town of Danvers website on the Stormwater page. We are currently working on updating the regulations and will post on the same web-page as soon as they are approved.

### 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:

The Town-wide "Good Housekeeping and Pollution Prevention Operations and Maintenance Plan" developed in Permit Year 2 includes maintenance procedures for Town facilities and MS4 infrastructure, which are implemented to the maximum extent practicable.

Inspected and cleaned 1,326 catch basins in reporting year 3 (+126) which is over the average of 1,200 catch basins to cover missed catch basins in reporting year 2 due to impacts of COVID-19.

SWPPP implemented for DPW Garage and Water & Sewer Building. Transfer station property is owned by Danvers and operated by Covanta. Working with Covanta to implement SWPPP at the Transfer Station in Permit Year 4.

## **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:

A letter from the Department of Public Health along with the Septic Smart Infographic (Source: EPA) was mailed to twelve residents in Town with septic systems in the forth quarter of permit year 3.

*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:

Total of 39 Outfalls Removed from Inventory:

15 outfalls determined do not exist

9 outfalls owned and operated by another entity

15 outfalls are actually either Culverts, Drainage Structures or BMP Structures

2 Outfalls were added during investigations and their receiving water bodies were updated (Inventory Summary below).

Outfall Inventory Summary Permit Year 3

Total Mapped Outfalls at Beginning of PY3	434
plus 2 new outfalls	+2
Outfalls removed	-39
Revised Number of Outfalls in Inventory	397

Danvers Outfall Investigation Summary is attached to email submission.

These modifications to the outfall inventory do not change TMDL or Impaired Water requirements that apply to Danvers' 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:1A, 1B and 1C Multi-media Campaign - #StormwaterMatters**

Message Description and Distribution Method:

Education and outreach on stormwater pollution prevention topics of significance in Danvers (including proper pet waste disposal, use of pesticides and fertilizers, and measures taken to ensure litter reduction). Social media, newsletter, mailings, web-site redesign, and bill inserts were utilized as educational vehicles.

Conducted a #StormwaterMatters Educational Campaign utilizing multiple communication mediums in Year 3.

1. Lawn Fertilizer piece was mailed out as a residential water bill insert with messaging, "Creating a Healthy Yard".
2. DPW Newsletter (Summer edition) article titled, "Be A Good Neighbor" on proper pet waste disposal versioned to mirror the Dog Renewal License mail piece.
3. Targeted mailings were also sent to Industrial & Commercial accounts on pollution prevention.
4. The Stormwater web-page was updated to include Pollution Prevention measures addressing dog waste, no dumping and litter sources as targeted issues with keeping water clean.
5. Danvers DPW Facebook & Twitter were utilized to reach followers with the same targeted messages.
6. Lastly, a newly designed mail piece was sent to dog owners at the time of their license renewals.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Conducted a #StormwaterMatters Educational Campaign utilizing 5 communication mediums (bill insert, targeted mailings, DPW newsletter, website, and social media) in Year 3.

The Greenscapes Lawn Fertilizer piece was mailed out as a water bill insert to educate residents about lawn fertilizer options in the March-April-May 2021 billing cycle. The mailing reached 11,000 constituents (households) and in addition, stormwater topics were covered in the DPW Newsletter Summer edition reaching the same 11,000 households. The Stormwater web-page was updated to reflect the same messaging and materials to reinforce best practices for keeping water clean. The Town of Danvers Stormwater webpage was updated to include Pollution Prevention measures addressing dog waste, no dumping and litter sources as targeted issues with keeping water clean. Link to page: <https://www.danversma.gov/stormwater/>.

As a third method of communication, social media content was posted on the Danvers DPW Facebook & Twitter pages to reach followers with the same targeted pollution prevention messages. Lastly, a newly

designed mail insert was sent to dog owners at the time of their license renewals titled, "Be A Good Neighbor".

The campaign results have an estimated 34,164 impressions for a Town total population of 27,040 with 10,689 households (Source: US Census Quick Facts: Essex County). Social media impressions are estimated at an additional 39,600 impressions based on followers, shares, engagements and likes.

Message Date(s): March-April-May-June 2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP:1A - Keeping Water Clean - Grade 5/6**

Message Description and Distribution Method:

"Keeping Water Clean" sessions were hosted virtually by Salem Sound CoastWatch and offered to all 5 Elementary school Grade 5 teachers in the Town of Danvers.

Provided crossword and word search activities to after school program called "Fun Club" that were stormwater topics.

Stormwater topics are covered under tips in the annual Student Calendar published by Public Works annually.

Targeted Audience: Residents (Grade 5/6 students and their families)

Responsible Department/Parties: DPW Administration & Schools

Measurable Goal(s):

Salem Sound CoastWatch is unable to provide engagement numbers by classroom for virtual training.

Fun Club represents 160 children/families in the Danvers Public School system that attend after school program. Children had fun completing the word search activities.

Annual Student calendar published by Public Works covered Household Hazardous Waste day in the September 2020 tips as well as Lawn fertilizer options in the April 2021 tips section. Calendar artwork is done by sixth grade art students. Student calendar is distributed to 2,500 households annually.

Message Date(s): October/November 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:1A, 1B - Storm Drain Markers**

## Message Description and Distribution Method:

Storm drain markers were installed in 4 phases to granite curb stones at prioritized locations around the Town of Danvers. The storm drain markers are inscribed with "No Dumping \* Drains to River \*". After a scan in June 2021, storm drain markers are still installed and intended to reach both residents and commercial entities with the no dumping message. Scan resulted in replacing 8 of the 1,200 installed markers in the downtown area. Added the Storm Drain Markers to the Stormwater page update in January 2021.

Targeted Audience: Residents, businesses, institutions, and commercial facilities

Responsible Department/Parties: DPW Operations

## Measurable Goal(s):

Storm drain markers are intended to remind folks that materials released down the catch basin go directly to the Danvers waterways. This includes pet waste, litter, vehicle oils, fertilizer run off and pool chemicals.

Message Date(s): Ongoing/installation May 2018

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:1A - Rain Barrel Rebate**

## Message Description and Distribution Method:

Rain Barrel rebate was highlighted on the back side of the Lawn Fertilizer mailers sent in April-May-June 2021 reaching almost 11,000 households. Two social media posts were shared in April 2021 on Danvers DPW Facebook & Twitter accounts. The Town of Danvers offers rain barrel rebates (\$100 or cost) where the application form is on the Town web-site link- <https://www.danversma.gov/water-conservation/>

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

## Measurable Goal(s):

There were 32 rain barrel rebates redeemed by Danvers residents from 7/1/2020-6/30/21. The "What is a Rain Barrel" post on April 2, 2021 had 11 likes, 5 shares and 4 comments with a reach of 2,164 and 338 engagements. The "Rain Barrel Rebate" post on April 14, 2021 had 7 likes with a reach of 863 and 38 engagements.

The Town of Danvers has (8) rain barrels installed at public buildings (Town Hall, Library, DFD, Senior Center, and Endicott Park where 3 whiskey barrel rain barrels are in use)

Message Date(s): 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:

**BMP:1A & 1B - Danvers DPW Social Media**

Message Description and Distribution Method:

A series of social media posts are scheduled throughout the year that focus on stormwater topic areas such as: keeping storm drains clear of leaf debris and litter, litter prevention, and best practices. Content is either generated in-house, or shared from reliable sources such as Greenscapes, Boston Water & Sewer Commission, other Public Works affiliates and CMRSWC.

Targeted Audience: Residents, Businesses, Institutions, and Commercial facilities

Responsible Department/Parties: DPW Administration

Measurable Goal(s):

Danvers DPW Social Media metrics are shared below (Facebook).

Facebook: @Danvers.DPW has 3,949 followers

Twitter: @DanversDPW has 1,206 followers

Post Description	Date	FB Likes-Shares-Comments--Reach-Engagements
1. Closing your Pool	9/10/20	7-4-0--1,026-44
2. Fall Greenscaping	10/1/20	0-0-0--542-22
3. Yard Waste	10/2/20	5-0-0--697-26
4. Bag It Trash It	10/7/20	5-0-0--741-9
5. Keep Drains Clear	10/14/20	7-7-0--786-18
6. Dog Waste Mgmt	10/28/20	10-0-01--769-19
7. Wipes Clog Pipes	11/4/20	5-1-0--979-17 (BWSC share)
8. FOG fats-oil-grease	11/18/20	13-4-6--1,376-122 (BWSC Share)
9. Sweeper	12/3/20	22-5-5--1,418-149
10. #HelpTheMelt	2/23/21	11-1-2--1,081-33
11. Rain Barrel	4/2/21	11-5-4--2,164-338 (CMRSWC share)
12. #StormWaterMatters	4/13/21	6-0-0--596-6
13. #SWM Sweeper	4/13/21	11-1-0--867-17
14. Rain Barrel Rebate	4/14/21	7-0-0--863-38
15. Pet Waste - Soccer dog	4/15/21	4-2-0--640-9
16. Scoop the Poop (Dog Park Share)	4/20/21	3-0-0--530-8

Message Date(s): September 2020 - 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:

### **BMP:1A & 1B - Cigarette Litter Prevention Program**

Message Description and Distribution Method:

The Town of Danvers installed 10 cigarette receptacles from Sidewalk Buttler in an effort to reduce sidewalk litter thereby reducing waterway litter. The pandemic has delayed program progress and several businesses have relocated so several Sidewalk Butlers have been moved to reflect foot traffic from previous litter scans conducted in 2019-2020. An inventory scan showed one receptacle missing. The first round of material collections occurred in July 2021 and were sent to Terracycle for recycling (reporting year 4). Staff will continue to monitor receptacles and will continue to educate through communication mediums.

Targeted Audience: Residents and Small Business (Main Street)

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Shipped the first collection of material to Terracycle totaling approximately 1 pound of cigarette butt waste in July 2020.

Message Date(s): 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:1B - Pollution Prevention for Commercial Facilities**

Message Description and Distribution Method:

Mailed a letter from Town Engineer along with the MassDEP Pollution Prevention (P2) brochure to 234 Commercial facilities in Danvers to detail the pollution measures that can be taken to reduce pollution from reaching the MS4 system in efforts to keep our waterways clean. The brochure is also posted on the Public Works web-page under Stormwater Pollution Prevention.

Targeted Audience: Commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

All envelopes were delivered and web clicks out to the Stormwater page shows 911 clicks over the last 6 months.

Message Date(s): May 2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP:1D - Pollution Prevention for Industrial Sites**

Message Description and Distribution Method:

Mailed a letter from Town Engineer along with the Greenscapes Pollution Prevention brochure for Industrial Sites to 140 Industrial facilities in Danvers to detail the pollution measures that can be taken to reduce pollution from reaching the MS4 system in efforts to keep our waterways clean. The brochure is also posted on the Public Works web-page under Stormwater Pollution Prevention.

Targeted Audience: Industrial End Users

Responsible Department/Parties: DPW

Measurable Goal(s):

All envelopes were delivered and web clicks out to the Stormwater page shows 911 clicks over the last 6 months.

Message Date(s): May 2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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:**

Updated the Stormwater Management Plan in September 2020 and posted the updated plan on the Stormwater page for the Town of Danvers. The page contains the contact information for the Town Engineer providing the opportunity for e-mail submission of comments. SWMP will be updated to include the PY3 annual report and other PY3 records in Fall 2021.

Stormwater Bylaws presented at Board of Selectman Meeting held October 2020 and at the Finance Meeting held also in October 2020. The bylaw was also presented and adopted in October at public Town Meeting.

Stormwater Bylaw was updated on the Stormwater Bylaw web-page on April 2021.  
[www.danversma.gov/stormwater-by-laws/](http://www.danversma.gov/stormwater-by-laws/)

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**:

Danvers DPW runs two recycling events per year, with the exception of reporting Year 3 due to COVID-19, both events were canceled. Recycling weekends include the collection of the following materials: rigid plastics, metals, clothing, electronics, aluminum cans, and paper shredding service. Over 850 cars pass through Danvers High School for recycling weekend events and in the past, each vehicle was handed a Stormwater postcard created by Salem Sound CoastWatch.

Danvers DPW also hosts a Household Hazardous Waste Weekend at the Transfer Station located at East Coast Road in September 2020 with 205 cars that dropped off hazardous material(s) for proper disposal. Clean Harbors administers the handling of the hazardous materials as well as the disposal.

The Street Division schedules 11 weeks of Yard Waste collection curbside each calendar year. Clean up day was also postponed at Sandy Beach due to the pandemic.

Stormwater Committee met virtually on the following date(s):

July 1, 2020 meeting with the stormwater committee.

January 21, 2021 - Attendees: Sharon Clement, Emily Scerbo, Natalie Koncki, Stephen King, Renee Hunter and Martha Duffield

### **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:

Updated GIS Mapping with regard to outfall inventory, deleted 39 and added 2 to reflect an accurate inventory of outfalls in the Town of Danvers.

#### **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:*

Information gathered from all outfall investigations and dry weather screening was used to update the outfall priority ranking, which will advise the catchment investigation prioritization. Of the 397 MS4 outfalls in Danvers, 11 will remain ranked as a Problem outfall based on dry weather screening results from a previous consultant and will be prioritized for follow-up catchment investigations first as required by section 2.3.4.8.a. in the General Permit. The remaining 386 outfalls did not have any evidence of a likely direct or indirect illicit discharge connection, so all will be recategorized as Low Priority except for those that had parameter exceedances based on EPA benchmarks. These outfalls will be remarked as High Priority and included first in catchment investigations. Based on this assessment, the updated outfall ranking includes 57 High Priority and 329 Low Priority outfalls. Outfalls directly discharging to waterbodies with stormwater impairments were reviewed during the initial ranking and will be used to further plan and prioritize catchment investigations for outfalls that fall within the High and Low Priority lists.

**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:

For the 11 problem outfalls, a detailed catchment plan has been developed and is planned to be implemented in PY4. These problem catchments were previously investigated by the Towns consultant prior to the 2016 General Permit but were not considered complete. Confirmatory sampling and wet weather screening have not been completed.

**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:**

Program Engineer Training in 2021:

Nov 18, 2020 - Attended a "Building Resilience to Extreme Weather Events - Introductory webinar" hosted by the US EPA

Dec 3, 2020 - Attended a Soak Up the Rain webinar titled, "The Green Connector: Building Municipal Resiliency through Nature-based Approaches" hosted by USEPA New England Region 1

Jan 28, 2021 - Attended a Soak Up the Rain webinar titled, "Building Greener Futures: Green Jobs Training and Bioswales in New Haven, CT" hosted by USEPA New England Region 1

April 13, 2021 - Attended a Soak Up the Rain webinar titled, "A Tree Grows in Chelsea: Greening Our Gateway Cities" hosted by USEPA New England Region 1

### **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:

Numbers include projects under one acre.

Engineering conducted many site plan reviews however the impacts of COVID-19 showed delays in construction starts for year 3 in the Town of Danvers.

### **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:

Danvers is a certified Complete Streets Community. The Town is currently working on a prioritization plan to improve streets by incorporating LID's and designing better user accessibility. The street design and parking lot report is planned to be completed in Permit Year 4.

### **Green Infrastructure Report**

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

Planned to be complete in Permit Year 4.

### **Retrofit Properties Inventory**

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

Planned to be complete in Permit Year 4.

## **MCM6: Good Housekeeping**

### **Catch Basin Cleaning**

*Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins **during this reporting period**.*

Number of catch basins inspected:

Number of catch basins cleaned:

Total volume or mass of material removed from all catch basins:

*Below, report on the total number of catch basins in the MS4 system.*

Total number of catch basins:

*If applicable:*

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

This is unusual since the Town of Danvers uses 100% salt for deicing; none observed this reporting year.

### **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:

### **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:

DPW Garage 9/2020 - Floor drain cleaning will resume when the vacor equipment is repaired.  
Water & Sewer Division Building at 7 Canal Street opened for service on 1/1/2021.

DPW Garage 3/2021 - Consider crack sealing some of the paved areas this construction season.  
Water & Sewer Building 3/2021 - Oil Water Separator needs to be completed, vent pipes need to be connected and vented through garage roof. OWS Completed and in full operation observed in June inspection.

### **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):

The Town conducted follow-up screening in the Frost Fish Brook area at similar locations to Salem Sound CoastWatch's sampling effort completed in 2020 and 2021. No illicit discharges were identified.

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:

Salem Sound CoastWatch sampling results.

Two Danvers locations sampled on following dates (June 14, 28 in 2021).

Frost Fish Brook at Poplar St (Site # 400) - Enterococci/100 mL at 161 on 6/14/21; 404 on 6/28/21

Waters River at Sylvan St. (Site # 404) - Enterococci/100 mL at 703 on 6/14/21; 1178 on 6/28/21

\*Numbers exceed Class A, B, and C standards as specified by the EPA (EPA-823-R-03-008): Enterococci > 104 CFU/100mL.

#### **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:

In the process of locating, inspecting and taking water samples from outfalls throughout the Town of Danvers during the months of October and November, pollutants were noted. During outfall inspections, pet waste debris and yard waste debris blocking outfalls were both observed. A Storm Water Best Practice checklist was drafted and mailed to 71 residents in the observed neighborhoods in November 2020.

### **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:

The Town sponsored recycling events were not held in reporting Year 3 due to pandemic concerns with the volume of people that historically have participated in the event. Planning for the October 2021 Recycles Weekend is well underway.

### **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:

The Town acknowledges the Year 4 requirements in the general permit and intends to complete all planned BMPs.

## 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]*