

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

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

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2020 and June 30, 2021 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

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

Part II: Self-Assessment

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

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

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

Year 3 Requirements

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

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

The Town attempted to visit all outfalls by the end of Year 3. All outfalls were successfully screened except for 11 outfalls that could not be located and will be prioritized for screening in Year 4.

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:

N/A

- 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:

IDDE training was delayed due to COVID-19 but is scheduled to take place in early October.

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:

N/A

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

N/A

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:

During outfall field screening this year, nine stormwater structures were determined to not be outfalls. The current outfall inventory includes 120 outfalls and are listed in the attached Catchment Ranking Table.

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: Water All Around You in-school program

Message Description and Distribution Method:

On behalf of the Town of Duxbury, the North and South Rivers Watershed Association had Environmental Educator Brian Taylor create a series of videos that teachers used with their students, played a Watershed Jeopardy game, and handed out a packet of supplemental materials to go with the program. A press release also went out to the Town, The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper and the videos were also posted on the NSRWA Facebook page.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

There were 90 students who participated in the program in Duxbury, 371 views on the school program webpage, and 270 views on the NSRWA YouTube page.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: Rain Barrel Sale

Message Description and Distribution Method:

On behalf of the Town of Duxbury, the North and South Rivers Watershed Association organized a Rain Barrel Sale as part of their WaterSmart Campaign. This event was promoted through a press release that went out to: the Town, The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper. In Addition, Facebook posts were made on the NSRWA Facebook page and town connect pages. Information about the sale also went out in the NSRWA E-newsletter.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The NSRWA E-newsletter was distributed to 10,000+ subscribers, and there were 4 sold to residents of Duxbury. The NSRWA Facebook page reaches upwards of 5,000 people.

Message Date(s): April 7, 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:

N/A

BMP: Gardening Green Expo and Greenscapes Guide

Message Description and Distribution Method:

On behalf of the Town of Duxbury, The North and South Rivers Watershed Association organized a Gardening Green Expo, a week long event with live sessions each day as well as prerecorded speaker videos. A downloadable Greenscapes Guide was also promoted online, on the NSRWA Facebook page, and on the Duxbury Beach News and Views Facebook page.

Targeted Audience: Residents

Responsible Department/Parties: The Town of Duxbury, The North and South Rivers Watershed Association

Measurable Goal(s):

There were 639 live attendees, as well as 1,007 YouTube viewers, Speaker videos online had 4,170 webpage views and a drawing for free products and prizes in which 115 people registered. The Duxbury Beach News and Views Facebook group has 2,600 members.

Message Date(s): March 22, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

N/A

BMP: Spring Annual Message

Message Description and Distribution Method:

On behalf of the Town of Duxbury, the North and South Rivers Watershed Association posted an annual message on their Facebook page targeted at Duxbury residents encouraging the proper use and disposal of grass clippings as part of the WaterSmart campaign. The post was also shared on the What's Up in Duxbury Facebook page.

Targeted Audience: Residents

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: Summer Annual Message

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:Fall Annual Message

Message Description and Distribution Method:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Don't Blow It! message had a reach of 32,252 people and 3,431 engagements. The Facebook post was also boosted in Duxbury with a \$50 ad for 10 days with a reach of 3,225 people and 122 engagements.

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: Dog Waste Message

Message Description and Distribution Method:

On behalf of the Town of Duxbury, the North and South Rivers Watershed Association posted an annual message in the summer encouraging the proper management of pet waste as part of the WaterSmart campaign. The post was titled "The Pet Waste Problem on the South Shore" and was published on the NSRWA Facebook page and on the What's Up in Duxbury Facebook page.

A press release highlighting the dog waste problem was also sent to the The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper. The Town provided a link on their Storm Water webpage directly to Mass.govs website page on dog waste and surface water quality as well.

There was also a live interview done on WATD.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

There were 66 page views on The Problem of Dog Waste on the South Shore webpage, and 243 page views on the Pet Waste Education page.

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: Pet waste outreach program

Message Description and Distribution Method:

On behalf of the Town of Duxbury, the North and South Rivers Watershed Association provided 100 "Pet Waste Scoop it Cards" each to the town clerk's office, Duxbury Animal Hospital, and Standish Humane Society.

Targeted Audience: Residents

Responsible Department/Parties: Town of Duxbury, the North and South Rivers Watershed Association

Measurable Goal(s):

300 "Pet Waste Scoop it Cards" were handed out to residents in Duxbury. Messaging was also included in all spring water bills.

Message Date(s): June 17, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

N/A

BMP: Septic Maintenance Message**Message Description and Distribution Method:**

On behalf of the Town of Duxbury, North and South Rivers Watershed Association organized and distributed a press release on septic maintenance to went out to the Town, The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper, and was posted on the NSRWA's Facebook page as part of the WaterSmart Campaign. A Facebook post highlighting the EPA's Septic Smart Week was created to spread awareness to residents as well.

Targeted Audience: Residents

Responsible Department/Parties: Town of Duxbury, the North and South Rivers Watershed Association

Measurable Goal(s):

The Facebook post was boosted in September to Duxbury residents and reached 8,002 people, garnering 414 engagements.

Message Date(s): September 17, 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:

N/A

BMP: Construction Stormwater Pollution Prevention Guide

Message Description and Distribution Method:

On behalf of the Town of Duxbury, North and South Rivers Watershed Association organized and distributed a brochure entitled "Construction Stormwater Pollution Prevention Guide" to all of the Town departments that issue permits, including Board of Health and Planning.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Town of Duxbury, North and South Rivers Watershed Association

Measurable Goal(s):

The Board of Health and Planning Department handed these brochures to construction companies when they receive their permit.

Message Date(s): Ongoing

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:

N/A

BMP:Proper Management of Waste Materials and Dumpsters Postcard

Message Description and Distribution Method:

On behalf of the Town of Duxbury, the North and South Rivers Watershed Association organized and distributed a Proper Management of Waste Materials and Dumpsters postcard to all of the Businesses, Institutions, Commercial Facilities and Industrial Facilities in Duxbury.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Town of Duxbury, North and South Rivers Watershed Association

Measurable Goal(s):

There were 171 postcards mailed in Duxbury.

Message Date(s): Ongoing

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:

N/A

BMP: Water for People WMA Grant: videos, online pledge, and lawn signs

Message Description and Distribution Method:

The NSRWA also received a WMA Grant on behalf of the WaterSmart towns, which allowed them to produce a series of videos, an online pledge, and lawn signs. This campaign runs through summer 2021.

Targeted Audience: Residents

Responsible Department/Parties: Town of Duxbury, the North and South Rivers Watershed Association

Measurable Goal(s):

To date, there have been 9,201 people reached and 174 engagements on Facebook in Duxbury.

Message Date(s): Ongoing

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:

N/A

BMP: Fowl Water Campaign**Message Description and Distribution Method:**

Stormwater social media video campaign called "Fowl Water" that educates residents on how "stormwater pollution is trash, oil, cigarette butts, & dog waste." Campaign is run by Think Blue Massachusetts (<https://thinkbluemassachusetts.org/>) and published with advertisements on Facebook, Instagram, & YouTube.

Targeted Audience: Residents

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

Think Blue Massachusetts reports that 20,722 people in Duxbury have been reached by this campaign through Facebook and YouTube.

Message Date(s): May 17 to July 4, 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:

This outreach was developed by Think Blue on behalf of the Town to supplement outreach already noted on the NOI.

BMP: Pet Waste "Did You Know?" Flyer

Message Description and Distribution Method:

The Town distributed a flyer entitled "Did you know?: Unscooped poop pollutes our water!" to residents, which included a list of facts about the potential for pollution from dog waste.

Targeted Audience: Residents

Responsible Department/Parties: The Town of Duxbury, The North and South Rivers Watershed Association

Measurable Goal(s):

This message was sent out to residents with spring water bills.

Message Date(s): June 17, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

N/A

Add an Educational Message

MCM2: Public Participation

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

The Town of Duxbury posted the SWMP online for public review and comment. Hard copies of the SWMP are also available at the Town Hall.

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:**

The Town is a member of the North and South River Watershed Association. This organization hosts volunteer clean-up days, citizen science programs, and other educational opportunities for residents within the North and South Rivers Watershed.

Duxbury is also a member of the South Shore Recycling Cooperative (SSRC). This year's household hazardous waste collection day was held on December 5, 2020. Additionally, Duxbury has continued to host paint collection days four times a year, including on April 17, 2021 and June 26, 2021.

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:

Duxbury continued to refine its stormwater mapping based on field activities and new construction.

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:

11 outfalls out of 120 total outfalls could not be located and will be prioritized for screening during Year 4.

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:

N/A

*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:

N/A

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:

N/A

Employee Training

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

Annual IDDE training was delayed due to COVID-19 and is scheduled to take place in early October.

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:

N/A

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:

N/A

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:

To be completed in Year 4.

Green Infrastructure Report

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

To be completed in Year 4.

Retrofit Properties Inventory

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

To be completed in Year 4.

MCM6: Good Housekeeping

Catch Basin Cleaning

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

Number of catch basins inspected:

Number of catch basins cleaned:

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

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

Total number of catch basins:

If applicable:

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

N/A

[Empty text box]

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:

[Empty text box for corrective actions]

Additional Information

Monitoring or Study Results

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

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

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

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

An engineering consulting company completed stormwater BMP site visits and observations for 56 of the Town's stormwater BMPs. The report summarizing findings is available upon request.

A stormwater BMP was recently installed at the Department of Public Works Yard during Year 3.

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:

No additional COVID-19 impacts outside the ones stated previously.

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:

In Year 4, the NSRWA will be completing the following outreach (in addition to NSRWA's annual initiatives):

- Parking Lot Maintenance - The NSRWA will provide education relevant to parking lot maintenance, salt storage, sweeping, catch basin cleaning, and fleet maintenance to Hanover businesses.
- Low Impact Development Information Targeted to Developers - The NSRWA will provide education relevant to reduction of impervious surfaces, use of alternatives to paving, decentralized approach to stormwater, rain gardens, swales, and bioretention area.
- WaterSmart Public Art Raffle or Contest - The NSRWA will come up with a stormwater message for residents to coincide with either an art raffle or a public contest to spread the message.

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]