

**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:

- A dog waste management message was posted to Town Facebook account on 9/16/22 and received 45 likes, 1 comment, 12 shares on Facebook.
  - 1,220 pet waste fact sheets were distributed to dog owners at the time of dog license issuance and renewal.
  - In PY4, Town staff worked to ensure the Town's inventory of septic system owners was comprehensive and accurate. Detailed records of septic system owners were lost in a flood several years ago, so Town staff took a systematic approach to reconstructing this inventory, including comparing the lists of water ratepayers and sewer ratepayers. Staff were able to finalize this list in PY5 and educate septic owners with a septic system maintenance fact sheet. The Town found there are 68 confirmed septic systems in Town and fact sheets were sent to all these owners.

### **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:

- 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:

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

*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:

- The message regarding proper handling of grass clippings/fertilizers was distributed in early June, even though the box checked above indicates April/May.

- Tracking phosphorus removal of existing structural BMPs is a requirement that the Town plans on tackling in PY6, as the Permit does not specify a deadline and indicates this work should come after the other Phosphorus Identification Report requirements (which have just been completed). The Town has already planned to align annual BMP inspections this fall with data collection for BMP crediting so that P removal can be estimated this permit year.

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*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:

Yes, the 2014 303(d) list was referenced when writing the NOI. Since that time, the 2016, the 2018/2020, and the 2022 303(d) lists have been released, and have included changes to impairment statuses of Maynard's receiving waters.

MA82B-05 now has the following impairments:

E. coli  
Curly-leaf Pondweed  
Eurasian Water Milfoil, Myriophyllum Spicatum  
Fanwort  
Water Chestnut

MA82B-05 no longer has the following impairments:

Non-Native Aquatic Plants  
Aquatic Plants (Macrophytes)

MA82B-06 now has the following impairments:

Curly-leaf Pondweed  
Fanwort  
Water Chestnut  
E. coli

MA82B-06 no longer has the following impairments:

Total Phosphorus  
Non-Native Aquatic Plants  
Aquatic Plants (Macrophytes)  
Excess Algal Growth  
Water Temperature  
Debris/Floatables/Trash  
Taste and Odor

## 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: 8

Below, report on the educational messages completed during this reporting period. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

#### **BMP: 1-1: Stormwater Management Webpage**

Message Description and Distribution Method:

Maynard's stormwater webpage contains educational materials about what stormwater is, why it matters, Maynard's waterbodies, and what the public can do to help reduce stormwater pollution. The website can be found at: <https://www.townofmaynard-ma.gov/254/Stormwater-Management>

Targeted Audience: Residents, Businesses, Developers

Responsible Department/Parties: Department of Public Works & Conservation Department

Measurable Goal(s):

30 page views, 26 users, average engagement time: 0m 30s

Message Date(s): All Year

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

#### **BMP: 1-4: Stormwater and LID Fact Sheets**

Message Description and Distribution Method:

Maynard Planning Division distributed stormwater management and low-impact development (LID) fact sheets at pre-application review meetings.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning Department

Measurable Goal(s):

The Town Planner distributed about 13 fact sheets at pre-application meetings and other applicable meetings.

Message Date(s): All Year

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: 1-5: Outreach to Maynard Business Alliance**

Message Description and Distribution Method:

Maynard Planning and Conservation Divisions sent a fact sheet to the Maynard Business Alliance mailing list to educate business owners about stormwater management and pollution prevention.

Targeted Audience: Businesses

Responsible Department/Parties: Planning and Conservation

Measurable Goal(s):

The mailing list for the Maynard Business Alliance consists of about 100 businesses.

Message Date(s):

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: 1-6: Septic System Fact Sheet**

Message Description and Distribution Method:

Maynard Board of Health mailed a fact sheet about septic system maintenance to each property owner who has a septic system according to the list compiled in Year 1.

Targeted Audience: Residents/septic system owners

Responsible Department/Parties: Depts of Health and Public Works

Measurable Goal(s):

68 septic system owners were reached with this messaging.

Message Date(s): April - June 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: 1-7 Dog Owner Education**

Message Description and Distribution Method:

All dogs over 6 months of age must be licensed in Maynard. The Town Clerk distributed a fact sheet about pet waste management to all dog owners seeking or renewing dog licenses.

Targeted Audience: Residents (specifically dog owners)

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

The Town Clerk distributed 1,220 pet waste fact sheets in PY5.

Message Date(s): 09/16/2022

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: 1-8: Spring Message about Grass Clippings and Fertilizer**

Message Description and Distribution Method:

The following message (in addition to a picture) was posted to the Town's Facebook page:

"Can you use too much fertilizer? The answer may surprise you! If you use too much fertilizer or apply it at the wrong time, it can wash off your lawn or garden into our water bodies. Help keep our waterways clean!"

Targeted Audience: Residents, Businesses, Developers

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

7 likes, 0 comments, 4 shares on Facebook.

Message Date(s): 06/09/2023

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:1-9: Summer Message about Dog Waste Management**

Message Description and Distribution Method:

The following message (in addition to a picture) was released in the Town's September newsletter, as well as posted to the Town's Facebook page:

"Be a responsible pet owner this fall. Keep your dog on a leash. Pursuant to Chapter 24, Section 7 of Maynard Bylaws, all dog owners or responsible parties must always keep their dogs on safe and adequate leashes. Pick up dog waste. Pursuant to Chapter 24, Section 8 of the Maynard Bylaws, dog owners must clean up their pet's waste. Pet waste left on lawns, or sidewalks washes into the storm drains and contaminates our waterways."

Targeted Audience: Residents

Responsible Department/Parties: Department of Public Works, Office of Municipal Services

Measurable Goal(s):

45 likes, 1 comment, 12 shares on Facebook.  
926 subscribers to the newsletter.

Message Date(s): 09/16/2022

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: 1-10: Fall Message about Leaf Litter**

Message Description and Distribution Method:

The following message (in addition to a picture) was released in the Town's September newsletter, as well as posted to the Town's Facebook page:

"Save your leaves as fertilizer and your lawn will say "Thank you very mulch!" Fallen leaves form a natural mulch that helps to suppress weeds and fertilize soil. Check this article out for more info and tips: Our dates for leaf pick up are the week of October 31, 2022 and week of November 14, 2022."

Targeted Audience: Residents

Responsible Department/Parties: Department of Public Works, Office of Municipal Services

Measurable Goal(s):

45 likes, 1 comment, 12 shares on Facebook.  
926 subscribers to the newsletter.

Message Date(s): 10/21/2022

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:

The SWMP is posted on Maynard's Stormwater Webpage and includes a contact form for comments. (<https://www.townofmaynard-ma.gov/254/Stormwater-Management>). On 06/12/2023, the Town of Maynard posted on Facebook about this document being updated and available for review, with a link to the website. This post had 0 likes, 0 comments, and 0 shares.

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:

Maynard Litter League Event (Sept. 17, 2022)- Maynard DPW provided a dumpster for collected trash from the community cleanup event run by Litter League.

Annual Household Hazardous Waste Cleanup Day (March 25, 2023, 8am - noon) - Maynard DPW provided a household hazardous waste collection day in addition to providing information to residents about other hazardous waste collections. Approximately 40 cubic yards of hazardous waste was removed in one day with a customer base of 90-120 participants.

### 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:

Phase 1 mapping has been completed. However, as desktop and field investigations uncover new information, the Town continues to refine its geospatial infrastructure database. This includes refining locations of features as well as feature attributes.

**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://vhb.maps.arcgis.com/apps/webappviewer/index.html?id=e73dbfc193e24e87beac0814201eaae3>

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:

During PY5, 24 outfall screenings were completed. Wet weather screening and sampling was completed for 19 outfalls, while dry weather screening/sampling was completed for 6 outfalls that were newly mapped during PY5 (since all other outfalls had already been dry weather screened). One of these newly mapped outfalls was screened and sampled in both dry and wet weather, which brings the total number of outfalls screened during this reporting period to 24.

To date, 99% of total known outfalls/outgoing interconnections have been screened. This is because of the 133 Maynard-owned outfalls/outgoing interconnections, 132 have been screened/sampled for dry weather flow, which comes to 99%. The remaining 1 outfall was newly mapped during PY5 based on field investigation, but was unable to be accessed for screening/sampling. Maynard plans to restore access to this outfall and perform dry weather screening in PY6.

To date, 41 of the 133 Maynard-owned outfalls/outgoing interconnections have been screened during wet weather. This comes to 31%. The remaining outfalls/outgoing interconnections will be screened/sampled for wet weather flow before PY7 or PY10, depending on the permit deadline.

As Maynard continues to map new outfalls during field and desktop investigations, they will be screened and sampled for dry and wet weather flow as necessary.

### **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:

<https://vhb.maps.arcgis.com/apps/webappviewer/index.html?id=e73dbfc193e24e87beac0814201eaae3>

*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:*

During PY5, Maynard initiated 20 catchment investigations. Of these 20, 6 were completed, and 10 were completed pending a wet weather screening. The remaining 4 catchments have in-progress investigations.

To date, Maynard has initiated a total of 28 catchment investigations. (According to current mapping, there are 133 outfalls/outgoing interconnections that need to be investigated.) Of the 28 initiated investigations, 6 are complete (representing 5% of the total), 11 are in progress, and 11 are complete pending the results of wet weather screening and sampling.

### **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:

<https://vhb.maps.arcgis.com/apps/webappviewer/index.html?id=e73dbfc193e24e87beac0814201eaae3>

*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:

During this reporting period, 3 illicit discharges were removed. The box for "volume of sewage removed" was left blank, however, because it is difficult to get an accurate estimate. Two of the three illicit discharges did not involve sewage, and for the third, sewage flow was not measured (and would have been very difficult to measure).

Despite that only 4 of 10 identified illicit discharges have been eliminated, Maynard has been making steady progress on eliminating the remaining 6 illicit discharges and has a plan for each. All 6 of these illicit discharges are coming from private pipes that tie into the MS4 (or in one case that drains straight to the river). Maynard has been coordinating with owners and overseeing pipe re-lining etc. to remove these six illicit discharges.

**Employee Training**

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

On 2/8/2023, VHB trained 16 Maynard DPW employees and a 911 dispatcher on illicit discharges and the Town's SWPPP.

**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:

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

### **Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3):

Bylaw amended 10/16/20; regulations amended 6/8/21

Website of ordinance or regulatory mechanism:

<https://www.townofmaynard-ma.gov/254/Stormwater-Management>

### **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:

As-builts for the new town fire station and for the reconstructed Florida Road bridge were submitted. The fire station was added to the MS4 map during PY5; the bridge as-builts were submitted in June so will be mapped in PY6.

### **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:

In PY5, the Town focused on revising the Subdivision Rules & Regulations (SRR), which have not been amended since 2007. The Town has created a version of the SRR with proposed revisions, which primarily occur in Section 5- Design Standards, and the plan is to work with the Planning Board to finalize these revisions and get them passed in PY6.

### **Green Infrastructure Report**

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

As mentioned above, in PY5, the Town focused on revising the Subdivision Rules & Regulations (SRR), which have not been amended since 2007. A goal of the review was to ensure that the SRR did not preclude the use of LID and green infrastructure in design. Several provisions did in fact preclude LID, and the Town has proposed revisions to these. The Town also proposed additional language to encourage LID (rather than simply make sure it is not discouraged).

**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):

1. Main Street at Sudbury Street Flooding & Water Quality Improvements, 189 Main Street  
(Preliminary design is underway. Estimated completion 2025.)
2. Dept. of Public Works Labor Yard (Highway Garage) Renovation/ Reconstruction, 38 Winter Street  
(Feasibility study to evaluate options of reconstruction, renovation or relocation of DPW facility has been initiated. If any option occurs, stormwater improvements will be incorporated into design.)
3. Green Meadow Elementary School Renovation/ Reconstruction, 5 Tiger Drive  
(Schematic designs include onsite infiltration systems; work anticipated to start in 2024 and be completed by 2025, assuming funding comes through during upcoming Town Meetings.)
4. Nason Street Rain Garden Installation, 12 Nason Street
5. Main Street Rain Garden Installation, 105 Main Street  
(Schematic designs for #4 and #5 were submitted to Katherine Clark's office (U.S. Representative) for funding available via the Inflation Reduction Act.)
6. ArtSpace Parking Lot Impervious Cover Reduction, 63 Summer Street  
(No update.)

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.

1. River Street Municipal Parking Lot, 23 River Street  
  
This Project was funded through a Grant by the 495 Partnership. The project consisted of retrofitting the existing municipal lot with a new LED lighting system, installing a protective wooden guardrail system at the edge of the lot near the river to protect the river from errant trash and debris, and installing an infiltration trench at the end of the parking lot to treat runoff before it enters the Assabet River.
2. Veterans Memorial Park Parking Lot, 2-18 Summer Street  
  
Approximately 1500 square feet of impervious cover was removed from parking lot islands in the Veterans Memorial Park parking lot. In its place, shade trees, shrubs and other vegetation were planted.

**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:

Maynard has developed an electronic catch basin inspection form and is working towards collecting all data using this method. Currently, the Town does not have enough data to know if a catch basin has been more than 50% full during two consecutive cleanings, but with more data collection, this will be evaluated. The catch basins that are found to be more than 50% full during two consecutive inspections will be flagged in the database with a special designation and prioritized for yearly cleaning.

### **Street Sweeping**

*Report on street sweeping completed during this reporting period using one of the three metrics below.*

Number of miles cleaned:

Volume of material removed:

Weight of material removed:

### **Stormwater Pollution Prevention Plan (SWPPP)**

*Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.*

Number of site inspections completed: 

Describe any corrective actions taken at a facility with a SWPPP:

Street Sweeping: For clarification, the street sweeping "number of miles" reported above is in \*lane-miles.\* This number reported (80.89) is the lane-milage for Town-accepted roads, which the Town sweeps at least twice per year.

Stormwater Pollution Prevention Plan (SWPPP): The Town of Maynard successfully completed all four SWPPP inspections for the DPW Highway Garage and Pine Hill Road satellite site. Several corrective actions came out of each SWPPP, but they were minor and corrected by the next SWPPP. The number of corrective actions in each SWPPP inspection report decreased from Q1 to Q4.

**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:

## 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:

Gregory Johnson

Title:

Town Administrator

Signature:



Date:

09/26/23

*[Signatory may be a duly authorized representative]*