

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:

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:

The Town plans to implement SWPPPs and O&M programs for all permittee owned or operated facilities as budget and staffing allow.

Nitrogen (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) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release 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 Nitrogen 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 listed in Attachment 3 to Appendix F already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen 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 nitrogen 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 nitrogen 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:

A pet waste flyer and a lawn care flyer, detailing the proper disposal of leaves and grass clippings and the proper use of fertilizer, are available on the Town MS4 page.

The Town sweeps some streets multiple times per year, ahead of certain public holidays when town streets are used for parades, and as needed when increased sedimentation occurs. Based on recent results from the Nutrient Source Identification Report, the Town may increase street sweeping frequency in additional areas identified as having a higher pollutant loading.

The Town has started working with a consultant on Stormwater Retrofit Plan for Town-owned properties. Potential sites are being selected to develop conceptual designs for various retrofits. These concepts are expected to be completed in Year 6 and will include the following information: BMP type, total area treated by the BMP, design storage volume of the BMP, estimated nitrogen removed (in mass per year).

Lake and Pond Phosphorus TMDL

- Completed the written Lake Phosphorus Control Plan (LPCP), including: *(select the items in the LPCP that have been completed)*
- Planned nonstructural controls
- Planned structural controls
- O&M program for structural controls
- Implementation schedule
- Cost of implementation

The LPCP: *(select one of the following options)*

- is attached to the email submission
- can be found at the following publicly available website:

Below, calculate your current phosphorus export rate by first filling out the individual phosphorus loading components (labeled [A], [B], [C], and [D]) and then computing your current phosphorus export rate using the equation provided.

Baseline phosphorus export reduction required from LPCP
Area (lbs/year) [A]:

- Documented the nonstructural control measures implemented during **this reporting period** and their phosphorus reduction

total phosphorus reduction from all nonstructural controls this reporting period **(lbs/year) [B]:**

- No nonstructural control measures were implemented
- The nonstructural control measures information is attached to the email submission
- The nonstructural control measures information can be found at the following publicly available website:

- Documented the structural control measures implemented during **this reporting period and all previous years**, including location, phosphorus reduction in weight/year, and date of last completed maintenance and inspection for each control

total phosphorus reduction from all structural controls installed this reporting period and all previous years **(lbs/year) [C]:**

- No structural control measures were implemented
- The structural control measures information is attached to the email submission
- The structural control measures information can be found at the following publicly available website:

Phosphorus load increase due to development incurred since baseline loading was calculated in **lbs/year [D]:**

Current phosphorus export rate from the LPCP Area in **lbs/year [=A-(B+C)+D** from above]:

- I certify under penalty of law that all source control and treatment Best Management Practices being claimed for phosphorus reduction credit have been inspected, maintained and repaired in accordance
- with manufacturer or design specification. I certify that, to the best of my knowledge, all Best Management Practices being claimed for a phosphorus reduction credit are performing as originally designed.
 - All municipally owned and maintained turf grass areas are being managed in accordance with Massachusetts Regulation 331 CMR 31.00 pertaining to proper use of fertilizers on turf grasses

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 Town is focused on completing the Nutrient Source Identification Requirements and the Stormwater Retrofit Plan. These documents will be the foundation for the Lake Phosphorus Control Plan. The Town intends to begin work on the LPCP in the coming permit year, as time and budget allow.

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

The Town has completed phosphorus loading calculations for catchments in the regulated area. The Town anticipated developing the Lake and Pond Phosphorus Control Plan in Year 6.

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:

In the 2016 Integrated List of Waters, Depot Pond was changed from category 4A to 4C, but the Town notes that the TMDL requirements in Appendix F part A.II continue to apply until such time as the TMDL is modified. This designation has not changed in the draft 2018/2020 Integrated List of Waters.

The Otter River saw all impairments that require monitoring (Fecal Coliform, Turbidity, Total Dissolved Solids, Nutrient/Eutrophication) lifted under the 2016 Integrated List of Waters following a change in the water quality standard (Fecal coliform) or attainment of the applicable water quality standard (Turbidity, TDS, Nutrient/Eutrophication).

The 2016 Integrated List of Waters, dated December 2019, was approved by the EPA January 2, 2020. The Town believes this delisting relieves it of the additional requirements in Appendix H parts III and V, relating to public education, illicit discharge prioritization, and street sweeping, under section 3 of those parts. The Town will update its SWMP to reflect these changes.



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: Think Blue Residents Pet Waste Flyer

Message Description and Distribution Method:

A flyer describing the negative effects of pet waste on water quality was be distributed annually with each dog license issuance/renewal. The flyer is also available on the Town website:

https://www.templetonma.gov/sites/g/files/vyhli3911/f/uploads/pet_waste_flyer.jpg

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Number of flyers distributed, measured as number of licenses issued and renewed. In Year 5, a total of 1,450 dog licenses were issued. The pet waste flyers are also posted on the Town's MS4 webpage, which received 95 total views between July 1, 2022 and June 30, 2023.

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: EPA Septic Homeowner Brochure

Message Description and Distribution Method:

A brochure about how to properly maintain a septic system will be mailed to residents in catchments that discharge to waterbodies that are impaired for bacteria. The brochure includes information about inspecting and pumping a septic system, items that should not be flushed and signs of a failing septic system. The brochure is also available on the Town website.

https://www.templetonma.gov/sites/g/files/vyhli3911/f/uploads/septic_system_flyer.pdf

Targeted Audience: Responsible Department/Parties:

Measurable Goal(s):

*Number of flyers distributed.**The EPA Septic Homeowner Brochure is posted on the Town's MS4 webpage, which received 95 total views between July 1, 2022 and June 30, 2023.*

+

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: Think Blue Landscaping Infographic

Message Description and Distribution Method:

*A flyer describing lawn and garden tips to reduce stormwater pollution will be posted on the Town website. The link to the flyer will be shared on social media twice a year (once in the spring and once in the fall). This flyer discusses proper disposal of yard waste (grass clippings and leaf litter) and fertilizer use.
https://www.templetonma.gov/sites/g/files/vyhlij3911/f/uploads/lawn_care_-_stormwater.pdf*

+

Targeted Audience: Responsible Department/Parties:

Measurable Goal(s):

*Number of post views, shares, and likes.**The lawn care flyer is posted on the Town's MS4 webpage which, received 95 total views between July 1, 2022 and June 30, 2023.*

+

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: Think Blue Residents Pet Waste Social Media Post

Message Description and Distribution Method:

A social media post will be shared on the Town's Facebook page annually in the summer. The social media post reminds residents to pick up dog waste to keep water clean and provides a link to the Think Blue Massachusetts website. <https://www.templetonma.gov/sites/g/files/vyhli3911/f/uploads/petwaste.png>

Targeted Audience: *Residents*

Responsible Department/Parties: *Board of Health*

Measurable Goal(s):

Number of post views, shares, and likes. There was no social media post in this permit year. However, the Pet Waste Management flyer is still available on the Town's MS4 webpage, which received 95 total views between July 1, 2022 and June 30, 2023.

Message Date(s): *Annually in the summer*

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: Think Blue Parking Lot Infographic

Message Description and Distribution Method:

A flyer describing ways that businesses can reduce stormwater pollution will be mailed to business owners. Tips include frequently sweeping parking lots, keeping trash barrels covered, and maintaining stormwater structures.

<https://www.templetonma.gov/sites/g/files/vyhli3911/f/uploads/tbm-parking-lot-flyer-final-01272019.doc.pdf>

Targeted Audience: *Businesses, institutions and commercial facilities*

Responsible Department/Parties: *Building Department*

Measurable Goal(s):

Number of flyers distributed.

The parking lot flyer is posted on the Town's MS4 webpage, which received 95 total views between July 1, 2022 and June 30, 2023.

Message Date(s): *Annually in the spring*

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: Think Blue Developers Sediment Control Flyer

Message Description and Distribution Method:

A flyer describing the importance of sediment and erosion controls for construction sites will be distributed with every approved construction permit.

Targeted Audience: *Developers (construction)*

Responsible Department/Parties: *Planning Board*

Measurable Goal(s):

*Number of flyers distributed, measured as number of permits issued.
The erosion control flyer is posted on the Town's MS4 webpage which received 95 total views between July 1, 2022 and June 30, 2023.*

Message Date(s): *Rolling throughout the 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:

The sediment control flyer is now a part of the Conservation Commission site walk application, meaning that every project gets a copy.

BMP: Think Blue Developers Sediment Control Press Release

Message Description and Distribution Method:

*A press release about the importance of erosion control on construction sites to prevent stormwater pollution will be posted on the Town's website.
https://www.templetonma.gov/sites/g/files/vyhlf3911f/uploads/erosion_control_-_flyer.pdf*

Targeted Audience: *Developers (construction)*

Responsible Department/Parties: *Building Department*

Measurable Goal(s):

Number of views measured as number of unique page visits. The sediment control flyer is posted on the Town's MS4 webpage

Message Date(s): *Annually in the fall*

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: Think Blue Materials Handling Flyer

Message Description and Distribution Method:

A flyer describing ways that industrial site owners can reduce stormwater pollution will be distributed to every industrial facility with a NPDES permit. Tips include how to properly store and dispose of hazardous materials and how to minimize leaks and spills.
<https://www.templetonma.gov/sites/g/files/vyhlf3911/f/uploads/tbm-industrial-materialhandling-0127201.pdf>

Targeted Audience: *Industrial facilities*Responsible Department/Parties: *Planning Board*

Measurable Goal(s):

Number of flyers distributed
The materials handling flyer is posted on the Town's MS4 webpage, which received 95 total views between July 1, 2022 and June 30, 2023.

Message Date(s): *Annually in the fall*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:

There are currently no industrial facilities with NPDES permits in Templeton. Instead, the materials handling flyer is posted on the Town's MS4 webpage.

BMP: Think Blue Fleet Maintenance Press Release

Message Description and Distribution Method:

A press release about the importance of maintaining vehicles and equipment on industrial sites to prevent stormwater pollution from oil, gasoline and grease will be posted on the Town website.
<https://www.templetonma.gov/sites/g/files/vyhlf3911/f/uploads/toc-tbm-industrial-flyer-06262018.pdf>

Targeted Audience: *Industrial facilities*Responsible Department/Parties: *Building Department*

Measurable Goal(s):

Number of views measured as number of unique page visits.
A fleet maintenance flyer is posted on the Town's MS4 webpage, which received 95 total views between July 1, 2022 and June 30, 2023.

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:

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 stormwater management plan is posted on the Town website with contact information available for the public to send comments.

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:**

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:

The Town is planning to work with a consultant in Year 6 to update the MS4 System mapping to include 5 new catch basins that were added to the system.

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:

*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:

Outfall/interconnection screening was completed in Year 3.

Catchment Investigations

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

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

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

Number of catchment investigations completed this reporting period:

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

Percent of total catchments investigated:

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

The Town worked with a consultant in Year 5 to identify Key Junction Structures and System Vulnerability Factors to prepare for catchment investigations.

IDDE Progress

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

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

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

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

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

Total number of illicit discharges identified:

Total number of illicit discharges removed:

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

Employee Training

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

The DPW Director and employees of the Highway Department received IDDE training in 2023. Additional employees will receive training as needed in Year 6.

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:

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

Ordinance or Regulatory Mechanism

Date update was completed (due in year 3):

Website of ordinance or regulatory mechanism:

As-built Drawings

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

Number of as-built drawings received:

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

Street Design and Parking Lots Report

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

Green Infrastructure Report

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

Due to limited funding available for MS4 action items, the Town has previously chosen to focus on impaired waters, Source Identification Reports, and retrofit planning throughout Year 4 and 5. As funding allows the Town will look to develop a report determining the feasibility of utilizing green infrastructure. Presently, the Town does not believe there are any significant barriers to the installation of green infrastructure or any significant parking lot guidelines or street design requirements preventing LID techniques being used. The Town intends to include these tasks in future contracts with the Town’s stormwater consultant, as time and budget permit.

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):

The Town is currently working with a consultant to identify town-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas.

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.

The Town is currently working with a consultant to identify town-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas. The Town's stormwater consultant is working with the Town to develop a Green Infrastructure Plan. Presently, the Town and consultant are selecting five specific locations to develop green infrastructure concept designs. Concept designs will include the following information: BMP type, total area treated by the BMP, design storage volume of the BMP, and estimated nitrogen removed (in mass per year).

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:

The Town does not have catch basins that are regularly greater than 50% full. However, if this were the case, the Town would increase the frequency of inspections and cleaning. clean these catch basins more frequently. The Town would investigate the catchment area for potential sources of excessive sediment loading.

Street Sweeping

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

- Number of miles cleaned:
- Volume of material removed:
- Weight of material removed:

Stormwater Pollution Prevention Plan (SWPPP)

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

Number of site inspections completed:

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

Additional Information**Monitoring or Study Results**

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

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

The report on the I/I investigations on the sanitary sewer system have previously been completed.

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:

Title:

Signature:

Date:

[Signatory may be a duly authorized representative]

Note: When prompted during signing, save the document under a new file name.

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: Title:

Signature: Date:

[Signatory may be a duly authorized representative]

Note: When prompted during signing, save the document under a new file name.

Annual Report Submission

Please submit the form electronically via email to both EPA and MassDEP by clicking on one of the links below or using the email addresses listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.

EPA:

MassDEP:

Paper Signature:

If you did not sign electronically above, you can print the signature page by clicking the button below.

[Print Signature Page](#)

Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.

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