

Year 6 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2023-June 30, 2024

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, 2023 and June 30, 2024 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: | Town of West Bridgewater

EPA NPDES Permit Number: | MAR041172

Primary MS4 Program Manager Contact Information

Name: | Timothy J. Hay | Title: | Conservation Agent/MS4 Coordinator

Street Address Line 1: | 65 North Main Street

Street Address Line 2: |

City: | West Bridgewater | State: | MA | Zip Code: | 02379

Email: | thay@wbridgewater.com | Phone Number: | (508) 894-1200

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): | https://www.westbridgewaterma.org/departments/stormwater_illicit_discharge_program/west_bridgewater_stormwater_management_plan.php

Date SWMP was Last Updated: | 6/30/2019

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

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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 10 with information from completed catchment investigations
- 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:

SWPPs and O&M plans are begin developed and implemented for all town owned facilities. Inventory of facilities is in process. MS4 coordinator & New DPW Director will develop and implement plans for MS4 infrastructure maintenance.

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:

[Empty box for optional details]

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

[Empty box for optional self-assessment information]

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:

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: 4

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:[Scoop the Poop]

Message Description and Distribution Method:

Scoop the Poop brochure. Distributed with all dog licenses and through Social Media.

Targeted Audience: Dog Owners

Responsible Department/Parties: Conservation Commission & Town Clerk's Office

Measurable Goal(s):

1,400 +/-; Licenses/Brochures

Message Date(s): 4/1/23 thru 6/24

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:[Storm Drain Cleaning]

Message Description and Distribution Method:

Facebook and Town Website posting, gave tips for keeping storm drains clean.

Targeted Audience: Town Residents & Property Owners

Responsible Department/Parties: Conservation Commission & Open Space Committee

Measurable Goal(s):

Educating the public about the impacts of clogged storm drains.

Message Date(s): April, June & August 2024

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:[Fertilizer/Compost & Farm By-products]

Message Description and Distribution Method:

Handouts and display boards explaining how fertilizer, compost, manure and other agricultural by-products can impact stormwater. Social Media posts.

Targeted Audience: Land Owners, Farmers, Home Gardeners and Lawn Care Professionals.

Responsible Department/Parties: Conservation Commission & Agricultural Commission

Measurable Goal(s):

Educating Farmers, Home Gardeners, Land Owners and Lawn Care Professionals about how to responsibly grow crops, lawns and gardens.

Message Date(s): 5/19/24, 6/2/24, 6/11/24, 6/25/24, 7/9/24, 7/23/24, 8/27/24, 9/10/24 & 9/24/24

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:

Updates to and additions of various forms and documents were done to Stormwater web page. This allowed for public participation and feedback. The town held Earth Day Clean Up, April 20, 2024. A town wide event sponsored by the Open Space Committee. Street, Town River, open spaces, parks and wetlands were cleaned of waste, trash and debris. The Adopt a Catch Basin was fully implemented and has an active link in the Towns Website.

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:**

[Empty box for describing public involvement opportunities]

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: |0 |

Number of SSOs removed: |0 |

MS4 System Mapping

Percent of Phase II map complete: |0 |

Optional: Provide additional status information regarding your map:

[Empty box for optional status information]

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: |180 |

Below, report on the percent of outfalls/interconnections screened to date.

Percent of outfalls screened: |100 |

Optional: Provide additional information regarding your outfall/interconnection screening:

| 2 unknown outfalls were identified and added to the screening list. |

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: |0 |

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

Percent of total catchments investigated: |0 |

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

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: |0 |

Number of illicit discharges removed: |0 |

Estimated volume of sewage removed: |0 | 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: | 0 |

Total number of illicit discharges removed: | 0 |

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

Empty box for optional information.

Employee Training

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

Annual Outfall Screening Training January 2024

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: | 35 |

Number of inspections completed: | 152 |

Number of enforcement actions taken: | 6 |

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

Empty box for optional information.

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

Ordinance or Regulatory Mechanism

Date update was completed (due in year 3):	REVISED & Approved 5-4-21, (Added Section 8.4 & Appendix L), Amended Appendices F&G; Also, REVISED & Approved 6-21-2022 (Added Section 8.5)
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Website of ordinance or regulatory mechanism:	https://www.westbridgewaterma.org/departments/conservation_preservation_recreation/stormwater_illicit_discharge_program/index.php
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As-built Drawings

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

Number of as-built drawings received: | 16 |

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

A Certificate of Compliance is required at the completion of the project. An asbuilt plan is a condition of the Stormwater Management Permit and a Certificate of Compliance will not be issued without the asbuilt plan. In addition, a Drainage Maintenance Agreement is required by the applicant and it must be recorded at the Registry of Deeds.

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:

[Empty box for Street Design and Parking Lots Report]

Green Infrastructure Report

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

Conservation Commission is reviewing current regulations for adding allowable green infrastructure practices as part of the permitting process. Giving increased mitigation credit for enhanced practises. The Conservation Commission is working with the Town Planner and Planning Board to update Sub-Division Control Regulations to better align with the Stormwater Regulations.

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. Town Hall Parking Lot - retrofit with 1 additional deep sump catch basin with overflow outlet to an infiltration trench located in the grass area near the concession stand; or as determined by the report of the various departments working to assess the towns's 5 permittee-owned properties during the next reporting year July 2024 to June 2025.
2. Water Department Parking Lot - reduce the amount of impervious surface by elimination of unused pavement; or as determined by the report of the various departments working to assess the towns's 5 permittee-owned properties during the next reporting year July 2024 to June 2025.
3. Howard Street School Parking Lot - retrofit with 1 additional deep sump catch basin with overflow outlet to an infiltration basin located in the grass area near the basket ball court; or as determined by the report of the various departments working to assess the towns's 5 permittee-owned properties during the next reporting year July 2024 to June 2025.
4. Council on Aging Facility - retrofit with 1 additional deep sump catch basin with overflow outlet to an infiltration basin located in the grass area near the basket ball court @ the Howard School; or as determined by the report of the various departments working to assess the towns's 5 permittee-owned properties during the next reporting year July 2024 to June 2025.
5. Vital Ave - install deep sump catch basin with oil/gas separator and overflow structure at end of street to protect municipal well sites; or as determined by the report of the various departments working to assess the towns's 5 permittee-owned properties during the next reporting year July 2024 to June 2025.

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 and the type of BMP(s) implemented. 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. DPW Parking lot - retrofit the catch basin in front of the maintenance garage with deep sump basin and install an overflow pipe to a stormwater basin in the grassy area at the rear easterly side of the DPW building.

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:		120		
Number of catch basins cleaned:		120		
Total volume or mass of material removed from all catch basins:		20.5		tons

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

Total number of catch basins: | 925 |

If applicable:

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

|
|
|

Street Sweeping

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

Number of miles cleaned: | 68 |

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: | 3 |

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:

Additional Information

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.

Year 7

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 7 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Complete investigations of catchments associated with Problem Outfalls
- Complete investigations of catchments where any information gathered on the outfall/interconnection identifies sewer input

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 7 below:

Empty rectangular box for providing additional details on activities planned for permit year 7.

Part V: Certification of Small MS4 Annual Report 2024

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]