

Year 7 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2024-June 30, 2025

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, 2024 and June 30, 2025 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Town of Westborough, MA

EPA NPDES Permit Number: MAR041173

Primary MS4 Program Manager Contact Information

Name: Lisa Allain, P.E.

Title: Town Engineer

Street Address Line 1: 131 Oak Street

Street Address Line 2:

City: Westborough

State: MA

Zip Code: 01581

Email: lallain@westboroughma.gov

Phone Number: (508) 366-3076

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): <https://www.westboroughma.gov/DocumentCenter/View/354/Westborough-SWMP-PDF>

Date SWMP was Last Updated: Sep 25, 2020

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

Part II: Self-Assessment

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

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

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

Year 7 Requirements

- Completed catchment investigations associated with Problem Outfalls
- Completed catchment investigations where information gathered on the outfall/interconnection indicated sewer input

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:
<https://www.westboroughma.gov/documentcenter/view/5759>
- 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:

The Town's consultant, Fuss & O'Neill, vetted the inventory of municipal facilities and provided a prioritized list of BMP retrofit opportunities. The Town was also awarded an MVP grant to assess the feasibility of aquifer recharge. The BMP retrofit task was completed in conjunction with the MVP scope, which included assessing the diversion of outfall discharges to candidate sites for ground infiltration of stormwater. This will reduce stormwater discharge to surface waters and therefore the impact of runoff from impervious surfaces. Please refer to Attachment 1, which contains a prioritized list of BMP retrofit opportunities, and presentation slides given to the Central Massachusetts Regional Stormwater Coalition (CMRSWC), on June 12, 2025. Link to the presentation recording is available on the DPW-Engineering/Water Supply Management webpage: <https://www.westboroughma.gov/1210/Water-Supply-Management>.

After completing an assessment in Year 5, the Town noticed the water treatment plant and other water facilities should have SWPPP coverage. The Town will complete the final draft Water Facilities SWPPP for final update revisions approval, in the next reporting period (Year 8).

Also, the Town initiates snow operations planning each year in early October. One of the prime objectives is the minimization of surface treatments such as sand and salt. Spreader calibration, completed yearly, is an important part of this objective.

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 F and H 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:

The Central Massachusetts Regional Stormwater Coalition (CMRSWC) continues to distribute daily educational messages through social media to bring awareness to activities that have the potential to impact water stormwater quality. Messages posted to Facebook, Instagram, and Twitter: maintenance and management of septic systems, winter deicing, and pet waste. General stormwater awareness social media messages were also distributed by CMRSWC to residential, commercial, industrial and developer audiences. The Town also typically distributes a Pet Waste Disposal Bylaw reminder with dog license renewals in January (see Attachment 2). A Think Blue Massachusetts pet waste educational message was posted to the Town's Facebook page on June 5, 2025 (see Attachment 3). In addition, the Town has links to a pet waste and septic system management educational flyers on the DPW-Engineering stormwater page:

<https://www.westboroughma.gov/DocumentCenter/View/349/Westborough-Dog-Owners-Help-Westborough-Keep-Its-Stormwater-Clean-PDF>; and

<https://www.westboroughma.gov/DocumentCenter/View/4166>.

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)

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 Central Massachusetts Regional Stormwater Coalition (CMRSWC) continues to distribute (almost daily) educational messages through social media to bring awareness to activities that have the potential to impact water quality (see Attachment 4 for an excerpt). Messages on proper lawn care, pet waste handling and leaf/yard waste disposal were posted to Facebook, Instagram and Twitter. General stormwater awareness social media messages were also distributed by CMRSWC to residential, commercial, industrial and developer audiences. In November 2024, the Think Blue Massachusetts Facebook page posted "Be A Leaf Hero" and "Adopt A Storm Drain" messages to encourage proper disposal of leaf litter on 11/06/2024, and 11/07/2024 (see Attachment 5) and pet waste management on 07/10/2024, 07/11/2024 and 08/20/2024, and Septic System Maintenance (09/17/2024).

Early in the Year 7 reporting year, the Think Blue Massachusetts website transferred to a new web address (<https://www.thinkbluema.org/>). The link to the new Think Blue Massachusetts website the DPW-Engineering Stormwater page has been updated.

Solids, Oil and Grease (Hydrocarbons), or Metals

Annual Requirements

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
 - The street sweeping schedule is attached to the email submission
 - The street sweeping schedule can be found at the following publicly available website:

- Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

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 DPW periodically inspects, and cleans as necessary, infrastructure in the low-lying drainage areas that collect significant debris. The downtown rotary and associated nearby streets are swept bi-weekly from June through September. The street sweeping program follows the DPW Sector Maintenance Program (<https://www.westboroughma.gov/DocumentCenter/View/2947/2024-Routine-Sector-Maintenance-Notice-to-Residents>) and sectors 1-10 are swept in both the Spring and Fall. Additional sweeping is done as needed during special events (ex. Fourth of July) and after large storms.

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

The Town also conducts additional testing when heavy dry weather flow into the drain manholes is observed to rule out water main breaks.

In Year 7, the Town continued the DPW grease traps inspection program. In March 2025, 120 grease traps were inspected and documented, and 12 of which were referred to Health Department due to significant maintenance needs. In addition, DPW Operations staff IDDE training conducted on 6/3/2025 included grease traps inspection training (1 at a restaurant [Red Heat], 1 at a large franchise supermarket [Roche Brothers]) and oil/water separator inspection training (at the onsite maintenance facility at the public golf course [Indian Meadows]).

In March 2025, the Town updated the standard operating procedure (SOP 120) for maintenance of the DPW salt shed. The work includes inspections, scraping the salt shed floor to remove debris, observing catch basin depth and cleaning catch basins to improve quality of the discharges to the stormwater system. Please refer to Attachment 6. The DPW salt shed and garage maintenance building also had the oil/water separator cleaned by Clean Harbors in early June 2025 (refer to documentation Attachment 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:

Typically, changes to the list of receiving waters, outfalls or impairments will be the result of development "street acceptance" process, when the Town accepts ownership of developer built roads and stormwater infrastructure, and associated outfalls (if any).

There were no developments that completed Street Acceptance process in the reporting period. One or two developments may seek Street Acceptance in reporting Year 8.

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: 1,100

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: Stormwater Management Website (SWMP 1.A)

Message Description and Distribution Method:

The stormwater website is maintained and checked regularly. Note: the > 1,100 educational messages figure above includes messages posted from Jan. 6, 2025 thru June 30, 2025 by the Central Massachusetts Regional Stormwater Coalition (CMRSWC) across Facebook, Instagram and Twitter social media platforms, reaching more than 33,000 users combined. See Attachment 4 for analytics and excerpt of typical information.

Targeted Audience: Residents, Businesses, Developers, Contractors, Industrial

Responsible Department/Parties: Engineering, IT Department, Health Department

Measurable Goal(s):

5,968 stormwater-related page views in Year 7 (Note: Westborough web pages only).

Message Date(s): Year round

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 Massachusetts Advertising Campaign

Message Description and Distribution Method:

Think Blue typically assists MS4 communities by maintaining their website and creating advertising campaigns targeting different audiences aimed to help viewers visualize stormwater pollution issues.

The current advertising campaign undertaken by Think Blue (developed in Year 7, and released on July 25, 2025) is a YouTube video called "Clean Water For You!" and can be found on YouTube:

<https://www.youtube.com/watch?v=-jaRYjh8yrE>

Targeted Audience: Residents, Businesses, Commercial, Developers (Construction), Industrial Facilities

Responsible Department/Parties: Massachusetts Statewide Municipal Stormwater Coalition

Measurable Goal(s):

Social Media impression estimated for Westborough Residents.

Facebook and Google provide aggregate information for the Central Massachusetts Region and impressions have been allocated among each City/Town in the region on a proportional basis using US Census estimates of the population.

Message Date(s): July 2025

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: Bacteria/Pathogens Impairment Requirements (SWMP 1.H)

Message Description and Distribution Method:

A pet waste flyer is on the Town Public Works, Engineering page:

<https://www.westboroughma.gov/DocumentCenter/View/349/Westborough-Dog-Owners---Help-Westborough-Keep-Its-Stormwater-Clean-PDF?bidId=>

The Town also distributed a Pet Waste Disposal Bylaw reminder with dog license renewals in January (see Attachment 2). A Facebook message about proper pet waste management was sent out June 5, 2025 (see Attachment 3). Also, the Central Massachusetts Regional Stormwater Coalition (CMRSWC) distributed educational messages through social media to bring awareness to activities that have the potential to impact water quality (see Attachment 4 for an excerpt of typical postings). Messages posted to Facebook, Instagram and Twitter included: winter deicing, proper septic system management and pet waste.

Targeted Audience: Residents

Responsible Department/Parties: DPW Engineering/IT Department/Health Department

Measurable Goal(s):

The stormwater page of the town website, where the first pet waste flyer is posted, had 5,968 stormwater-related page views in Year 7.

The CMRSWC pet waste postings had 55 likes/reactions and a reach of 1,919, while the septic system management postings had 33 likes/reactions and a reach of 605.

Message Date(s): Web page is ongoing. Pet waste social media messages: 6/5/2025 (Town); and throughout spring and summer (CMRSWC).

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: "DPW Works For You - Flood Mitigation Activities" Video

Message Description and Distribution Method:

The DPW uploaded a video to the Public Works page of the Town website "DPW Works for You - Flood Mitigation Activities" educational video on DPW's flood mitigation initiative, aiming to reduce flooding, erosion, and property damage through maintaining Town's system of brooks and culverts in partnership with Westborough TV. (<https://www.youtube.com/watch?v=c4nVNZa9lSo>)

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of views and likes. This video has received 160 views and 2 likes since September 11, 2024. The Town web page has 3,721 followers.

Message Date(s): Available September 11, 2024; ongoing since then

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

This is an additional educational message not previously outlined in the NOI.

BMP: "DPW Works For You" Video

Message Description and Distribution Method:

The DPW uploaded a video to the Public Works page of the Town website "DPW Works for You" educational video overview of various works and services performed by DPW for the community including flood prevention inspection and maintenance activities and streets sweeping in partnership with Westborough TV. (<https://www.youtube.com/watch?v=u8SgUMtxxIA>)

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of views and likes. This video has received 195 views and 2 likes since June 16, 2025. The Town web page has 3,721 followers.

Message Date(s): Available June 16, 2025; ongoing since then

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

This is an additional educational message not previously outlined in the NOI.

BMP: "DPW Works For You - Stormwater" Video

Message Description and Distribution Method:

The DPW uploaded a video to the Public Works page of the Town website "DPW Works for You - Stormwater" in partnership with Westborough TV. <https://www.youtube.com/watch?v=LMTCKn1AyeQ>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Number of views and likes. This video has received 264 views (an additional 30 since the year 6 report) and 4 likes since November 5, 2021. The Town web page has 3,721 followers.

Message Date(s): Available November 5, 2021; ongoing since then

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

This is an additional educational message not previously outlined in the NOI.

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 (SWMP) is available on the stormwater page of the Town website for public review, comment, and involvement. A telephone number is available on the Town stormwater page for residents to call if they have comments or questions regarding the SWMP. Email links are also available for residents to reach out to engineering staff.

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:

As a continuation of the Town's Aquifer Recharge Project, DPW partnered with the Public School System,

Mill Pond School 6th Graders, for a "Student Video Competition". Student teams prepared educational videos on the importance of drinking water sustainability, conservation and future availability, particularly due to anticipated effects of climate change. A total of 10 video submissions were received, and 1st, 2nd and 3rd place awards were presented at the Awards Ceremony on June 6, 2025. The top 3 student team videos are linked from the DPW-Engineering "Water Supply Management" webpage (<https://www.westboroughma.gov/1210/Water-Supply-Management>) to the videos' saved to YouTube home sites.

In 2025, an Earth Day cleanup, spearheaded by the Westborough Land Trust, also took place during the week of April 5th-12th. The DPW Cemetery Division worked directly with the Earth Day Coordinator to ensure all trash was picked up and disposed of properly.

The Town sold 12 rain barrels and 3 diverters in Year 7 (see Attachment 7). The program partner is The Great American Rain Barrel Company, and the annual program's website was: <https://www.greatamericanrainbarrel.com/community/westborough/>. An announcement about the program was posted on Facebook on June 17, 2025 (See Attachment 7).

Westborough has an Adopt a Catch Basin program that was launched in September of 2020 that encourages residents to monitor catch basins near their homes, remove debris that might be blocking the catch basins, and report any damage by calling the DPW. Refer to pages 5 and 6 of the Pavement Management document, Attachment 8.

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: 1

Number of SSOs removed: 1

MS4 System Mapping

Percent of Phase II map complete: 95

Optional: Provide additional status information regarding your map:

System map updates are routinely made by Town DPW personnel and the Town GIS Specialist and are reflected in the GIS Asset Platform.

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: 7

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:

Outfalls and culverts are visited quarterly such that all are viewed over the course of a year as part of the Town's pre-flood mitigation procedures. Captured in a standard operating procedure (SOP), this process starts with inspections to identify locations that require cleaning and removing debris that could impact stormwater quality and flow. The SOP identifies outfalls and culverts scheduled for routine and priority inspections across ten sectors in Town. A team is assigned to each sector for completion of inspections and follow-up attention over a 12-month period. See Attachment 10. When deficiencies are observed, the asset ID is recorded and the structure is scheduled for repair.

The Town's Culvert Assessment and Asset Management Plan, prepared by Woodard & Curran, in September 2022 is also consulted while implementing the pre-flood mitigation and sector management programs.

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:

The Town's MS4 system has not yet been delineated for subcatchment areas, mapping the portions of the MS4 system tributary to each stormwater outfall.

Most of the Town's paving is completed using the Chapter 90 funding program. To facilitate the work, the Town implements a procedure to ensure that roads are properly prepared to receive paving, including

investigation of outfall catchment areas to check for illicit flows and/or interconnections. The Town has formalized these procedures in a Chapter 90 Paving Standard Operating Procedure (SOP).

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:

Employee Training

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

Baystate roads provides trainings on winter road maintenance, and stormwater and beaver management.

IDDE training is provided as part of catchment investigations. On May 2, 2025, the Town's consultant Fuss & O'Neill provided a classroom training session to 6 staff members on wet-weather stormwater outfall sample collection procedures. On May 22, 2025, a Fuss & O'Neill accompanied Town personnel as wet-weather stormwater outfall sampling was performed in the field. See Attachment 11A for training attendance records and professional development information

Beginning the Town's "Public Works Week" events, on June 3, 2025, DPW held a staff training event on "Grease Traps & Oil/Water Separators and Sewer Infrastructure". This training session (attended by 24 staff members) provided some training on IDDE, while focusing on grease trap interceptor inspection (at the Red

Heat Tavern restaurant and at Roche Brothers supermarket), and an oil/water separator inspection (at the Indian Meadow Public Golf Course's maintenance shed facility). DPW ended the Town's "Public Works Week" events, on June 13, 2025, where DPW held a "scavenger hunt" field training exercise for staff within Sector 8, where a series of field-distributed clues (different facets of public work services and infrastructure, including stormwater/IDDE related subjects) led teams from location to location to complete the "scavenger hunt" field training exercise.

DPW has a series of 14 recurring maintenance professional development training sessions each spring of which at least two related to stormwater issues, including a number of staff that attended refresher training on proper street sweeper upkeep and procedures for handling hazardous materials such as waste oils.

In addition, on Monday mornings the DPW performs fleet maintenance in accordance with SOP 805, which includes training. Proper maintenance of fleet vehicles and equipment minimizes fluid and hydraulic leakage that can impact the quality of stormwater. Please refer to Attachment 11B.

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: 60

Number of inspections completed: 450

Number of enforcement actions taken: 4

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

The Town does not distinguish between construction site plan reviews and inspections that are greater than and less than one acre. The 60+ site plan reviews and 450+ inspections are for all projects regardless of size. Active sites are inspected by the Conservation Commission and/or Engineering almost daily. The Town has increased requirements on verifying that stormwater controls have been installed and certified by a professional.

Four enforcement orders were issued by the Conservation Director for construction site stormwater issues in the reporting period. Refer to Attachment 12.

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

As-built Drawings

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

Number of as-built drawings received: 22

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:

Though the Town has not yet formerly assessed street and parking lot design standards, ways to reduce the impact of impervious cover have been incorporated into Site Plan Review Rules and Regulations and the general plan review process.

Further, the amended Article 54 - Stormwater Management Bylaw, voted by Town Meeting on 10/21/2024, establishes a threshold for new impervious cover above which mitigation must be included in the design. Mitigation could include designating equivalent area for infiltration or including a subsurface or surface infiltration system. The Town intends to continue the Street Design and Parking Lots assessment in Year 8.

Green Infrastructure Report

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

Though the Town has not yet formally prepared a report, there are no barriers to green infrastructure practices on private and public projects.

Incorporating green infrastructure practices to the extent practicable have been part of the site plan review process for many years.

On 10/21/2024, at Fall Town Meeting, Town Bylaw Article 54 - Stormwater Management Bylaw was voted to amend Article 54, including establishing a threshold for new impervious cover above which mitigation must be included in the design. Mitigation could include designating equivalent area for infiltration or including a subsurface or surface infiltration system.

The Town participates in the rain barrel program (please refer to Attachment 7).

The Town intends to continue the Green Infrastructure assessment in Year 8.

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):

Withing the MVP study, the Town's consultant Fuss & O'Neill assisted in developing properties for modification/retrofit:

1. & 2.: DPW Parcel (33-33A-0), 131 Oak Street, Westborough, MA (two locations);
3. Greg's Field (10-55-0), 66 Upton Road, Westborough, MA

- 4. Haskell Recreation Area (34-142-0), 50 Haskell Street, Westborough, MA
- 5. West Main Street and South Street Right-of-Ways, Westborough, MA
- 6. Existing Detention Basin Retrofits to Infiltration Basins (Several Various Locations), Westborough, MA

Please refer to Attachment 1.

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.

In Year 8 and beyond, the Town plans to continue BMP retrofit work.

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: 1,250

Number of catch basins cleaned: 275

Total volume or mass of material removed from all catch basins: 300 cubic yards

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

Total number of catch basins: 2,722

If applicable:

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

NOTE: Within the reporting year, the total inventory of Catch basins was refined: 4,964 (Total); 2,722 (Town/MS4); 1,637 (Private); and 605 (State-owned).

If a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events, the Town will conduct more frequent cleanings and inspections and will upgrade the hydrologic evaluation to see if there are other contributions that can be remedied. Additionally, if a catch basin does contain excessive debris, investigations are undertaken that often find upstream erosion that is subsequently corrected by armoring or berming at the impacted areas; frequent edits are made to the GIS mapping system.

Also, it is important to note that the Town discontinued winter sanding and uses less salt in favor of increased plowing.

Street Sweeping

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

- Number of miles cleaned: 204
- 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: 2

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

Inspections were conducted on October 1, 2024 and on April 28, 2025 (see Attachment 13).

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:

Construction replacing two culverts on Bowman Lane with a single precast arch is in progress. Final completion of the replacement culvert is anticipated in Spring 2026 (within reporting Year 8). The project includes two catch basins with deep sumps to intercept surface runoff that currently flows to Jackstraw Brook.

The Town began implementing recommendations in the Culvert Assessment and Asset Management Plan completed in September 2022. To date more than a dozen headwalls have been installed and/or repaired, which has protected outfalls and improved performance.

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.

In March of 2021, a pre-flood standard operating procedure was developed and implemented to locate and eliminate blockages and flooding during high intensity events (see Attachment 10). Teams are assigned to 10 areas in town and before storms they inspect outfalls and other drainage infrastructure to make sure there are no blockages in stormwater infrastructure. Additionally, mock drills are held to practice flood event response preparedness. Similar to prior years, these tasks were completed in Year 7.

Each January DPW leadsmen report discontinued chemicals or new chemical usage and remove or supply the applicable SDS sheet. No discontinued or new chemicals were identified; no chemicals needed disposal in Year 7.

On June 13, 2025 DPW completed its annual spring cleanup of the DPW facility at 131 Oak Street. Tasks completed included: (1) asphalt berm repair to ensure proper channelization of stormwater, (2) cleaning of catch basins, gutters, drainage piping and BMPs to ensure proper function, (3) removal of the public sand/salt pile outside fence limits to prevent unwanted discharge to nearby drainage systems, (4) while pipe is in place added straw wattles as a means of containment, and (4) MS4 inspections.

As part of the Town's Public Works Resiliency SOP, 25 miles of cross-country sewer easements were inspected, incorporating 260 manholes; maintenance was completed as necessary. The purpose of this SOP, among other things, is to ensure access to the sewer system to allow routine maintenance and emergency response should it become necessary, and thus minimize potential impacts to surface waters and storm drainage systems.

Back-up for Spring 2025 street sweeping volumes can be found in Attachment 14.

Year 8

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 8 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 8 below:

1. Contract services for "stormwater vegetation management", at basins, outfalls, and cross-culvert ends.
2. Contract services for catch basin cleaning services, inspecting, documenting & cleaning approx. 1,000 CBs.
3. Contract services for catch basin cleanings hauling & disposal.
4. Expand conference presentations on the Town's "Pre-Flood Mitigation Program".
5. Develop SOP for key junction SMH inspection and preventative maintenance (enhancing IDDE program).
6. Continue wet-weather stormwater outfall sampling.
7. Perform catchment IDDE investigations, as necessary.
8. Review and assess existing Town-owned stormwater detention basins, for retrofit to infiltration basins.
9. Develop "Green Infrastructure Practices Report".
10. Advance stormwater catchment mapping (delineating subcatchment areas tributary to outfalls).

Part V: Certification of Small MS4 Annual Report 2025

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]