

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

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

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

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

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

Part II: Self-Assessment

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

Impairment(s)

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

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

Year 3 Requirements

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

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

Weston has a Stormwater & Erosion Control By-Law and Regulations which includes post construction requirements and procedures. It was completed before this permitting period, so the Year 3 Requirements checkbox was not checked.

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - This is not applicable because we do not have sanitary sewer
 - This is not applicable because we did not find any new SSOs

- The updated SSO inventory is attached to the email submission
- The updated SSO inventory can be found at the following website:

- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- Provided training to employees involved in IDDE program within the reporting period
- All curbed roadways were swept at least once within the reporting period
- Updated system map due in year 2 as necessary
- Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Updated inventory of all permittee owned facilities as necessary
- O&M programs for all permittee owned facilities have been completed and updated as necessary
- Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Inspected all permittee owned treatment structures (excluding catch basins)

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

The two SWPPPs for the DPW and the Transfer Station have not been completed partially due to COVID-19 and staffing changes during the Permit Year. Work has been started in the SWPPP templates, but additional information is still needed.

There is an O&M Plan for the DPW Building; an O&M Plan for the transfer station will be completed with the SWPPP.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

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)

Potential structural BMPs

- Any structural BMPs already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in mass per year by the BMP were documented.

- The BMP information is attached to the email submission
- The BMP information can be found at the following website:

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 parking lots of Town owned properties are typically swept as needed which is usually at least twice per year. Some streets are swept two times per year as needed, but the two times per year frequency for all streets has not yet been implemented.

The phosphorous removal tracking has not been completed.

Charles River Watershed Phosphorus TMDL

- Completed the funding source assessment

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:

Weston has not completed the funding source assessment .

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

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
- No

If yes, describe below, including any relevant impairments or TMDLs:

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:Education Messaging on Proper Management of Pet Waste

Message Description and Distribution Method:

Public education messaging on proper management of pet waste. Message distributed via DPW Weekly Updates, Conservation Connections Newsletters, Weston Leaf updates, Weston Facebook page & on Town website. DPW Weekly Updates, Conservation Connections Newsletters and Weston Leaf updates are posted on the Town website, emailed and text messaged to registered residents, and linked to the Town Facebook page. This information is also posted at DPW and available at Town Hall/Town website with Dog Registration renewals.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Decrease in observed pet waste and pet waste bags on the ground in typical dog walking areas. Increase use in pet waste bags provided on Town properties. Increase in used pet waste bags placed in Town waste containers.

DPW Weekly Updates - N/A
 Conservation Connections - Summer 2020, Winter 2020/2021 & Spring 2021
 Weston Leaf - March 2021
 Message Date(s): Weston Facebook Page - Twelve (12) separate posts throughout permit year.
 Summer 2020 Tax Bill Insert
 Fall 2020 Water Bill Insert
 Winter 2020/2021 Tax Bill Insert

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:

Implemented the use of social media for messaging. Included educational messaging in the water and tax bill inserts.

BMP:Proper Use/Disposal of Grass Clippings & Environmentally Friendly Landscaping Practices Educa

Message Description and Distribution Method:

Public education messaging encouraging the proper use and disposal of grass clippings and encouraging

environmentally friendly landscaping practices. Message distributed via DPW Weekly Updates, Conservation Connections Newsletters, Weston Leaf updates, Weston Facebook page and on Town website. DPW Weekly Updates, Conservation Connections Newsletters and Weston Leaf updates are posted on the Town website, emailed and text messaged to registered residents, and linked to the Town Facebook page. This information is also posted at DPW and available at Town Hall.

Targeted Audience: Residents

Responsible Department/Parties: DPW/Engineering, Conservation

Measurable Goal(s):

A majority of the messaging occurs electronically. Distribution of email messaging is measured and social media messaging can be tracked via the views/likes/shares/engagements.

Message Date(s): DPW Weekly Updates - July 2020 to September 2020
 Conservation Connections - Fall 2020
 Weston Leaf - October 2020
 Weston Facebook Page - Seven (7) separate posts throughout permit year.
 Summer 2020 Tax Bill Insert

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:

Implemented the use of social media and DPW Weekly Updates for messaging. Included educational messaging in the tax bill insert.

BMP: Messaging on Proper Disposal of Leaf Litter

Message Description and Distribution Method:

Public education messaging encouraging proper disposal of leaf litter. Message distributed via DPW Weekly Updates, Conservation Connections Newsletters, Weston Leaf updates, Weston Facebook page and on Town website. DPW Weekly Updates, Conservation Connections Newsletters and Weston Leaf updates are posted on the Town website, emailed and text messaged to registered residents, and linked to the Town Facebook page. This information is also posted at DPW and available at Town Hall.

Targeted Audience: Residents

Responsible Department/Parties: DPW/Engineering, Conservation

Measurable Goal(s):

Observed increase in resident use of the transfer station for yard waste disposal and composting. Monitor the frequency of yard waste dumping complaints to the Conservation Department.

During Permit Year 3 the Conservation Commission received two (2) complaints regarding yard waste dumping.

Message Date(s): DPW Weekly Updates - August 2020 to October 2020
 Conservation Connections - Fall 2020
 Weston Leaf - October 2020

Weston Facebook Page - Thirteen (13) separate posts throughout permit year.
Fall 2020 Water Bill Insert

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:

Implemented the use of social media and DPW Weekly Updates for messaging. Included educational messaging in the water bill insert.

BMP: Septic System Maintenance Education

Message Description and Distribution Method:

Distribution of educational brochure entitled Healthy Septic Systems available at the Board of Health office and via the Board of Health website. Brochure distributed to property owner when septic system permit closed out.

Targeted Audience: Residents

Responsible Department/Parties: Board of Health

Measurable Goal(s):

Number of septic system permits closed out during permit year. Number of brochures taken from the Board of Health.

82 septic permits were issued during Permit Year 3 however, the number of permits closed out during Permit Year 3 is inconclusive. Employee turnover in the Board of Health Department and the added workload associated with the COVID pandemic has resulted in a lapse of information being tracked. The number of septic permits closed during Permit Year 3 will be determined and reported in the Permit Year 4 report.

Message Date(s): Ongoing throughout the year with the permitting process.
Weston Facebook Page - One (1) separate post throughout permit 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:

Implemented the use of social media for messaging.

BMP: Rain Barrel Distribution Program & Promote Water Conservation

Message Description and Distribution Method:

The Town of Weston has collaborated with the Great American Rain Barrel Co. to offer residents the opportunity to buy discounted rain barrels to help homeowners save money, promote water conservation, and promote environmentally friendly landscaping practices. An educational press release/email about the program and its environmental benefits is issued as a part of this program. This information is also included in the DPW email list / FaceBook / DPW Weekly Updates.

Targeted Audience: Residents

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

The number of rain barrels distributed are tracked. During Permit Year 3, a total of 44 rain barrels were distributed to 34 residents. This distribution was associated with the Spring 2021 campaign. Since the implementation of the Rain Barrel Distribution Program in 2019, a total of 101 rain barrels have been distributed to 87 residents. The Rain Barrel Program was put on hold for 2020 due to COVID-19 impacts and resumed in 2021 supplemented with additional water conservation messaging campaign.

Message Date(s): DPW Weekly Updates - 2 weeks during July 2020
 Conservation Connections - N/A
 Weston Leaf - June 2021
 Weston Facebook Page - Six (6) separate posts throughout permit year.
 Summer 2020 Tax Bill Insert
 Fall 2020 Water Bill Insert

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:

In the Town's SWMP, the Rain Barrel Program was identified as a Public Participation item to be implemented in 2021. The program was implement 2019 instead of 2021. Weston sees this program as a combination of public education and public participation, where promoting water conservation and environmentally friendly landscaping practices can be tied in and highlighted during this campaign.

BMP: School Curricula / Programs

Message Description and Distribution Method:

Information focused on stormwater and environmental issues presented to Weston Public School students. The presentations are typically given by the Town's Conservation Agent to high school environmental students. This program occurred as planned in Fall 2019 (Permit Year 2), was canceled for Fall 2020 (Permit Year 3), and will resume in 2021 (Permit Year 4) if possible.

Targeted Audience: Residents - School Students and Staff

Responsible Department/Parties: Conservation Committee

Measurable Goal(s):

A minimum of one school presentation a year is planned.
 Due to COVID restrictions the Year 3/Fall 2020 presentation was NOT given to the high school's Environmental Studies class. Presentations planned to resume in Fall 2021 if allowed.

Message Date(s): N/A

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: School Curricula/Programs

Message Description and Distribution Method:

Presentation to Weston Public High School Environmental Studies students focused on stormwater issues. The presentation includes a tour of DPW operations and facility. The tour of the facility highlights the stormwater management system and LEED Certified standards the building was designed to meet. The presentations are typically given by the Town's Public Works staff. This program occurred as planned in Fall 2019 (Permit Year 2), was canceled for Fall 2020 (Permit Year 3), and are planned to resume in 2021 (Permit Year 4) if allowed.

Targeted Audience: Residents - High School Environmental Studies Class

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The number of events and students in attendance are documented.
Students engage in Q&A with the DPW staff.
Feedback is provided by the teachers.

Message Date(s): N/A

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: Messaging on Winter Stormwater Protection

Message Description and Distribution Method:

Public education messaging about the impacts of ice and snow melt to stormwater and cold weather best management practices to prevent stormwater pollution. Message distributed via DPW Weekly Updates, Weston Facebook page, mailed as inserts in the Town's Water/Tax bill, and on the Town website. DPW Weekly Updates are posted on the Town website, emailed and text messaged to registered residents.

Targeted Audience: Residents

Responsible Department/Parties: DPW/Engineering, Conservation

Measurable Goal(s):

A majority of the messaging occurs electronically. Distribution of email messaging is measured and social media messaging can be tracked via the views/likes/shares/engagements.
Inserts to the water or tax bills go to all residents receiving the bill.

Message Date(s): DPW Weekly Updates - November 2020 to January 2021
Weston Facebook Page - Four (4) separate posts throughout permit year.

Winter 2020/2021 Tax Bill Insert

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 a new item not included in the Town's NOI.
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BMP:Fiscal Year 2021 Educational Advertisement Campaign

Message Description and Distribution Method:

On behalf of the members of the Charles River Stormwater Collaborative, Think Blue Massachusetts ran an educational advertising campaign from May 17th to June 4th, 2021. The “Fowl Water” advertisement helps viewers visualize stormwater pollution from motor oil, pet waste, and trash become stormwater pollution.

The advertisement was viewed via Facebook and Instagram sponsored video and YouTube pre-roll advertisements. Facebook and Google provided aggregate information for the region served by the stormwater coalition. Impressions were allocated among each city on a proportional basis, using U.S. Census estimates of the population of each municipality.
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Targeted Audience:

Residents

Responsible Department/Parties:

Charles River Stormwater Collaborative
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Measurable Goal(s):

Town of Weston Facebook/Instagram Impressions - 4,142 YouTube Ad Impressions - 9,800 Spanish Language Impressions - 1,966 Total - 15,908
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Message Date(s):

May 17th to June 4th, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

This is a new item not included in the Town's NOI.
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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:**

Public Meetings - Stormwater Permitting Authority (SWPA) meetings are open to the public; and are given an opportunity to comment.

A SWPA Meeting was to be held in April, 2020, but due to COVID-19, the meeting did not take place.

Similarly, SWPA meetings did not occur during Permit Year 3 due to COVID-19 restrictions.

Currently the plan is to have SWPA Meetings resume during Permit Year 4 using Zoom or other online resources to meet.

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:**

Rain Barrel Distribution Program - Spring 2021 (See Public Education summary.)

Household Hazardous Waste Day - August 2020 & April 2021

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

This SSO section is NOT applicable because we DO NOT have sanitary sewer

*Below, report on the number of SSOs identified in the MS4 system and removed **during this reporting period.***

Number of SSOs identified:

Number of SSOs removed:

MS4 System Mapping

Optional: Provide additional status information regarding your map:

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- No outfalls were inspected
- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

Below, report on the number of outfalls/interconnections screened **during this reporting period**.

Number of outfalls screened:

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

Percent of outfalls screened:

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

Attachment:

Weston Outfall Sampling Memo; Memorandum: "Illicit Discharge Detection & Elimination (IDDE) Investigations"

Catchment Investigations

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

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

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:

IDDE Progress

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

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

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

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

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

Total number of illicit discharges identified:

Total number of illicit discharges removed:

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

A confirmatory dry weather sampling at the location is planned where a possible illicit discharge exists, at outfall, DF-5870

Employee Training

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

Sander Training 10/7/2021
Sidewalk Salting and Plowing Training 10/8/2020

MCM4: Construction Site Stormwater Runoff Control

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period**.*

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

The number of inspections is approximate as many of the inspections don't always get recorded until the project is closed out.

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

As-built Drawings

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

Number of as-built drawings received:

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

The Stormwater & Erosion Control By-Law post construction conditions require an As-Built Plan to close out a Stormwater management Permit project. The Regulations and the Permit have requirements for the as-built plan to include all site features, as-built grades and topography, all utilities, all drainage pipes, structures, and drainage facilities with all elevations, sizes, materials, and all impervious areas including driveways, walks, patios, etc.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

All changes to roadways and the drainage and utilities in the streets are updated in the Town GIS Maps when they are constructed. New constructed drainage systems are located on as built plans.
A parking lot assessment has not yet been prepared.

Green Infrastructure Report

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

A green infrastructure inventory report has not been prepared yet. The green infrastructure inventory report will be prepared in year 4 of the permit period.

Retrofit Properties Inventory

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

Permittee owned properties in Town will be looked at to determine if any mitigation can be provided on any of the properties in Permit Year 4.

MCM6: Good Housekeeping

Catch Basin Cleaning

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

Number of catch basins inspected:

Number of catch basins cleaned:

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

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

Total number of catch basins:

If applicable:

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

The Town started monitoring the depths of sediment in the catch basins when cleaned in Year 1. It has not yet been determined how many and which catch basins were greater than 50% full over two cleaning events. When a catch basin is greater than 50% full over two cleaning events, the frequency of the cleanings will be increased.

Note: While the total number of catch basins in Town is approximately 1,620, approximately 100+ are on private roads and state roads that the Town DPW does not clean. Also, some catch basins may have not been cleaned if there was ongoing construction in the area of some CBs, or if cars were parked over the structures or some could not be accessed for other reasons.

Street Sweeping

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

Number of miles cleaned:

Volume of material removed: [Select Units]

Weight of material removed: [Select Units]

Stormwater Pollution Prevention Plan (SWPPP)

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

Number of site inspections completed:

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

The catch basins at the Transfer station and the DPW have been cleaned, and the stormwater treatment. The two rain gardens at the DPW have been monitored and discussed with maintenance personal that the plants do not get mowed down.

Additional Information

Monitoring or Study Results

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

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

The water quality monitoring results from the Weston monitoring stations have been provide from the Cambridge Water Department

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 water quality results include all chemical properties and physical properties of the water tributary to the Cambridge Water Department water resources.

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:

Public education materials distributed electronically to our Conservation Connections Newsletter, Town Hall Newsletter, and DPW Work Updates have the following Subscriber Counts:

Conservation Connections – 814

DPW Work Updates – 596

Town Hall Newsletter – 1,553

Whenever the above electronic distribution occurs, the following Social Media outlets are tagged:

Facebook – 1,500 (approximately 2,300 weekly reach)

Twitter – 1,150 (approximately 10,000 in monthly impressions)

COVID-19 Impacts

Optional: If any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Planned Public Education and Public Participation events were canceled due to COVID-19 related impacts. Cancellations were due to Town office closures and staff reductions related, school closures, and/or inability for groups to gather given restrictions related to COVID-19. The following events were canceled and will resume in Year 4 if possible:

- DPW Presentation on Stormwater and DPW Tour of Operations to High School Students - Canceled for Fall 2020 (Permit Year 3)
- Conservation Agents In School Presentations on Stormwater Issues - Canceled for Fall 2020 (Permit Year 3)
- Public Participation Meetings - Stormwater Permitting Authority (SWPA) meetings were cancelled during Permit Year 3 but are expected to resume during Permit Year 4.

The SWPPPs for the DPW and Transfer Station have not yet been completed, this work was impacted by COVID-19 related issues. It is anticipated that this work may be completed during Permit Year 4.

Employee training missed due to COVID-19 Impacts:

IDDE related Training

Erosion Control training

Additional salting and sanding training

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program

- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)

Provide any additional details on activities planned for permit year 4 below:

Since the two required SWPPPs are not complete, one planned activity is to finish the preparation of the two SWPPPs that are not complete for the two facilities in Town.

Provide additional training when it is safe to do so.

Part V: Certification of Small MS4 Annual Report 2021

40 CFR 144.32(d) Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: Title:

Signature: Date:

[Signatory may be a duly authorized representative]