

Year 4 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2021-June 30, 2022

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, 2021 and June 30, 2022 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) | | | |
| <input checked="" type="checkbox"/> Bacteria/Pathogens | <input checked="" type="checkbox"/> Chloride | <input type="checkbox"/> Nitrogen | <input checked="" type="checkbox"/> Phosphorus |
| <input checked="" type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals | | | |
| TMDL(s) | | | |
| <i>In State:</i> | <input 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 |
| | | | <input type="button" value="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 4 Requirements

- Developed a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover, made it available as part of the SWMP, and:

- No updates were recommended
- Updates were recommended. The anticipated date or date of completion for updates is/was:

June 30, 2024

- Developed a report assessing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist, made it available as part of the SWMP, and:

- No updates were recommended
- Updates were recommended. The anticipated date or date of completion for updates is/was:

June 30, 2024

- Identified a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover

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

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:

<https://www.winchester.us/DocumentCenter/View/8975/SWMP---Updated-June-2022>

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

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

The Town has been continuously updating their drainage system map as field work is performed.

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:

Chloride

- Completed the Salt Reduction Plan due in Year 3, updated if necessary
 - The Salt Reduction Plan is attached to the email submission
 - The Salt Reduction Plan can be found at the following website:

Annual Requirements

Public Education and Outreach

- Included an annual message in November/ December to private road salt applicators and commercial industrial site owners on the proper storage and application rates of winter deicing material, along with the steps that can be taken to minimize salt use and protect local waterbodies

Please fill out the following information on salt usage over Year 4 of the permit. Be sure to include units for amount of salt:

Type(s) of salt applied:

Amount of salt applied:

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 chloride impairment for the Aberjona River was a newly identified impairment in Permit Year 4, as it was included on the Final Massachusetts Integrated List of Waters for the 2018/2020 Reporting Cycle, which was approved in February 2022. The Town plans to develop the required Salt Reduction Plan in Permit Year 5.

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)

Phosphorus Source Identification Report

- Completed the Phosphorus Source Identification Report
- The Phosphorus Source Identification Report is attached to the email submission
 - The Phosphorus Source Identification Report can be found at the following website:

<https://www.winchester.us/DocumentCenter/View/8975/SWMP---Updated-June-2022>

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:

Please see comments noted below under the Optional Section.

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 of Winchester does not currently have any impaired water bodies with an approved TMDL for phosphorus. The Town does have direct discharges to water bodies that are impaired for phosphorus or that are tributary to water bodies that are impaired for phosphorus without an approved TMDL. Appendix H requires the Town to track and estimate the amount of phosphorus removed by structural BMPs installed as a result of the retrofit inventory conducted as a part of the Phosphorus Source Identification Report. As required by the permit, at least one structural BMP must be installed by the end of Permit Year 6. Appendix H does not require permittees to estimate the amount of phosphorus removed by existing structural BMPs -- that is only a requirement for permittees discharging to a waterbody with an existing TMDL for phosphorus and therefore not applicable to Winchester. However, once the Town begins installation of structural BMPs as identified in their Phosphorus Source Identification Report, the Town will track and estimate the phosphorus removed by each BMP consistent with Attachment 3 to Appendix F. The Town receive a grant to install a series of infiltration trenches in Permit Year 5. Phosphorus reduction associated with these infiltration trenches will be reported in Permit Year 5.

Additionally, the Town adopted its Rules and Regulations Regarding the Use of Public Sewers and Storm Drains on September 13, 2021, which addresses BMP 5-5 and additional requirements for phosphorus-impaired waters.

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 website:

<https://www.winchester.us/DocumentCenter/View/8975/SWMP---Updated-June-2022>

- 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 is continuously working to collect the data needed to develop the Catch Basin Optimization Plan to ensure that no catch basin sump is more than 50% full at any given time. As additional data is collected, catch basin cleaning schedules will continue to be adjusted accordingly to meet this requirement as resources allow.

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

During Permit Year 4, in the spring of 2022, the Town cleaned 15 stormwater treatment structures utilizing a vactor truck through a competitive bid process.

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:

The Town has made changes to its list of outfalls, receiving waters and impairments since the NOI was filed. These changes have come as a result of mapping updates made during outfall inspections and catchment investigations, and are documented in the SWMP. The chloride impairment for the Aberjona River was a newly identified impairment in Permit Year 4, as it was included on the Final Massachusetts Integrated List of Waters for the 2018/2020 Reporting Cycle, which was approved in February 2022.

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: 1-1: Brochures/Pamphlets - Residents

Message Description and Distribution Method:

As in previous years, the Town was unable to distribute stormwater information through the annual MWRA Consumer Confidence Report mailing. Instead, stormwater information targeting residents was posted to the Town's stormwater web page: <https://www.winchester.us/466/Stormwater-Information>

Stormwater brochures are also consistently available at the Building and Engineering Departments.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Town's Stormwater Information web page, which includes links to various public engagement materials, had a total of 170 visitors during the reporting period. The Town's MS4 Stormwater web page had 108 views, while the Town's Engineering web page had a total of 895 views.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

The message was posted to the Town's website instead of distributed via the MWRA Consumer Confidence Report due to MWRA policy change.

BMP: 1-2: Local Public Service Announcements - Residents

Message Description and Distribution Method:

The Engineering Department aired multiple PSAs on WinCAM during the reporting period.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The PSAs aired a total of 8 times during the reporting period. WinCAM has 5,459 subscribers and streams its content 24/7 online.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-3: Website/E-mail List Service/Press Release - Residents

Message Description and Distribution Method:

The Town distributed educational messages to encourage the proper use and disposal of grass clippings, and the use of slow-release and phosphorus-free fertilizers; the proper management of pet waste; and the proper disposal of leaf litter. The messages were primarily distributed on the Town's website and via social media.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The stormwater message on leaf litter was viewed 80 times during the reporting period. The stormwater message on proper management of pet waste was viewed 84 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-4: Displays/Posters/Kiosks - Residents

Message Description and Distribution Method:

The Town continued to display the pre-made MyRWA poster in Town Hall.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Department

Measurable Goal(s):

The poster was visible to Town Hall employees and visitors.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP: 1-5: Brochures/Pamphlets - Residents

Message Description and Distribution Method:

Fliers were distributed during dog license issuance and renewal that contain information about proper pet waste disposal.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Department, Town Clerk

Measurable Goal(s):

There were 2,588 fliers distributed to residents with dog license issuances and renewals between July 1, 2021 and June 30, 2022.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP: 1-6: Website/Press Release - Businesses, Institutions, and Commercial Facilities

Message Description and Distribution Method:

The Town posted information on its website to encourage the proper use and disposal of grass clippings and use of slow release and phosphorus-free fertilizer, the proper management of pet waste, and proper disposal of leaf litter. This information can be found at the following link: <https://www.winchester.us/754/Leaf-Litter>

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The stormwater message on leaf litter was viewed 80 times during the reporting period. The stormwater message on proper management of pet waste was viewed 84 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-7: Brochures/Pamphlets - Residents

Message Description and Distribution Method:

The Town mailed information about proper maintenance procedures to all owners of septic systems.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Department

Measurable Goal(s):

Fliers were distributed to the 16 property owners that have septic systems during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-8: Web Page - Residents

Message Description and Distribution Method:

The Town continued to maintain its stormwater web page, which was developed during Permit Year 1 and updated as needed during Permit Years 2, 3 and 4. The Town will continue to maintain the stormwater web page for the duration of the permit term.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The Town's Stormwater Information web page was visited 170 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP: 1-9: Brochures/Pamphlets - Businesses, Institutions, and Commercial Facilities

Message Description and Distribution Method:

The Town continued to maintain stormwater tips targeted toward auto-related businesses about proper storage and disposal of hazardous waste material on its website at <https://www.winchester.us/466/Stormwater-Information>

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: Engineering Department

Measurable Goal(s):

The stormwater website and linked fliers were visited 170 times during the reporting period.

Message Date(s): Permit Year 4

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 information was originally going to be included with the annual MWRA Consumer Confidence Report. Due to a change in policy, MWRA no longer allows communities to add stormwater-related information to the Consumer Confidence Report, so it was posted to the Town's website instead.

BMP: 1-10: Web Page - Businesses, Institutions, and Commercial Facilities

Message Description and Distribution Method:

The Town maintained a website for stormwater-related material specifically targeted at businesses. That website is located at this link: <https://www.winchester.us/466/Stormwater-Information>

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The Stormwater Information web page was visited 170 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP: 1-11: Newspaper Articles/Press Releases - Businesses, Institutions, and Commercial Facilities

Message Description and Distribution Method:

Instead of issuing a press release, the Town added information about proper care of private parking lots to its website. The information can be found here: <https://www.winchester.us/466/Stormwater-Information>

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The Stormwater Information web page was visited 170 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

The Town originally planned to distribute this information as a press release, but posted it to the website instead.

BMP: 1-12: Brochures/Pamphlets - Industrial Facilities

Message Description and Distribution Method:

The Town maintained information provided by MyRWA that includes stormwater tips for industrial facilities on the Town's website during Permit Year 4.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Engineering Department, DPW

Measurable Goal(s):

The Stormwater Information web page was visited 170 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

The Town was originally going to include this information in the annual MWRA Consumer Confidence Report. Due to a change in policy, MWRA no longer allows communities to add stormwater-related information to the Consumer Confidence Report, so information from the MyRWA pamphlets was added to the Town's website instead.

BMP: 1-13: Web Page - Industrial Facilities

Message Description and Distribution Method:

The Town maintained a website containing stormwater information targeting industrial facilities. The website is located at this link: <https://www.winchester.us/466/Stormwater-Information>

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The Stormwater Information web page was visited 170 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-14: Brochures/Pamphlets - Developers

Message Description and Distribution Method:

The Town maintained information geared toward developers about proper stormwater management on construction sites on its website: <https://www.winchester.us/466/Stormwater-Information>

The Town also made stormwater brochures aimed at developers available at the Building Department, Engineering Department, and with the Conservation Commission during Permit Year 4. These brochures will

continue to be made available in future permit years.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Engineering Department, Building Department, Conservation Commission

Measurable Goal(s):

The Stormwater Information web page was visited 170 times during the reporting period. There were 10 brochures distributed by the Engineering and Building Departments, and 7 brochures were given to the Conservation Commission.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

The Town was originally going to include this information in the annual MWRA Consumer Confidence Report. Due to a change in policy, MWRA no longer allows communities to add stormwater-related information to the Consumer Confidence Report, so this information was added to the Town's website and distributed in Town offices instead.

BMP: 1-15: Web Page - Developers

Message Description and Distribution Method:

The Town maintained their stormwater web page during Year 4, which included information geared toward developers regarding proper stormwater management on construction sites: <https://www.winchester.us/466/Stormwater-Information>

Targeted Audience: Developers (construction)

Responsible Department/Parties: Engineering Department, Town Manager

Measurable Goal(s):

The Stormwater Information web page was visited 170 times during the reporting period.

Message Date(s): Permit Year 4

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-16: Brochures/Pamphlets - Businesses, Institutions, and Commercial Facilities

Message Description and Distribution Method:

The Town directed mail containing information about proper yard waste disposal to all local lawn care professionals.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Information was sent via US Mail to eleven (11) businesses, institutions, and commercial facilities.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: 1-17: Brochures/Pamphlets - Industrial Facilities

Message Description and Distribution Method:

The Town planned to include a section about stormwater tips in the annual MWRA Consumer Confidence Report, which is sent to property owners. Instead, a separate direct mailing was sent to all industrial facilities.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Town sent a direct mailing to all industrial facilities within the town.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

Instead of including the information within the annual MWRA Consumer Confidence Report, the Town sent a direct mailing to all industrial facilities.

[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 June 2021 version of the SWMP, along with the Year 1, 2 & 3 Annual Reports, were posted to the Town's website and available for public review during the entirety of Permit Year 4. The SWMP was updated again in June 2022 and posted to the Town's website for public review and comment. In addition to posting the SWMP to the Town's website, a presentation on the Town's Stormwater Management Program and progress made to date was given at a public meeting of the Select Board on June 2, 2022.

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:**

The Town held its annual Household Hazardous Waste Collection Day on November 20, 2021, and collected 11,047 lbs of hazardous materials such as cleaning chemicals, oil-based paints, and batteries, ensuring their proper disposal. Winchester continued to participate in the Mystic River Steering Committee, and sent a representative to the annual steering committee meeting held on January 13, 2022. The Winchester Conservation Commission sponsored an Aberjona River Clean-Up Day on May 14, 2022 in an effort to improve the appearance and water quality of the Aberjona River. The Mystic River Watershed Association had a table at Winchester Town Day on June 4, 2022 to teach residents about the watershed, available programs and opportunities to get involved. Also, seven students from Winchester who participated in the MWRA Water Conservation Poster and Writing Contest in FY2022 received awards or honorable mention.

Winchester continued to participate in the Mystic River Watershed Stormwater Collaborative, which included participation in an educational advertising campaign orchestrated by ThinkBlue Massachusetts from May 31 to June 17, 2022. Facebook and Instagram sponsored videos and YouTube pre-roll ads were used to help viewers visualize how trash, pet waste, and motor oil become stormwater pollution. This video was also distributed in Spanish. While ad impressions targeted members of all communities in the Mystic River Watershed, 8,736 Facebook and Instagram ad impressions and 14,555 YouTube ad impressions were attributed to Winchester residents. The Spanish translation of the video was viewed 3,069 times on Facebook, Instagram or YouTube. The ad campaign was followed by a survey of residents in all targeted communities-- those who remembered seeing the ad were more likely to know that stormwater pollution ends up in local waterways and more likely to consider polluted runoff a serious environmental threat.

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:

Winchester completed its Phase I map as required during Permit Year 2, and already has developed a comprehensive drainage map that meets Phase II mapping requirements of the MS4 Permit as well. Winchester continued to update its MS4 map as necessary during Permit Year 4 as a result of ongoing field investigations. MS4 mapping is updated as any unmapped or incorrectly mapped stormwater infrastructure is encountered in the field. MS4 mapping is also updated as a result of new development and redevelopment work.

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:

The Town completed its dry weather outfall and interconnection screening in Permit Year 2. Wet weather sampling continued in Permit Year 4, visiting 53 outfalls where at least one (1) System Vulnerability Factor was identified in the tributary catchment area. The percent of outfalls screened to date is being reported as 100, as all outfalls and interconnections have been screened during dry weather. However, not all outfalls and interconnections have been screened and sampled during wet weather. This work is ongoing.

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:

Year 4 was used to follow up and complete catchment investigations that were started during Years 2 and 3. This includes performing wet weather sampling at various outfalls. Per the permit, the Town is only reporting that catchment investigations are complete in catchments where outfalls/interconnections have been screened during dry weather, where key junction manholes in these catchments have been screened, and where wet weather sampling has been completed, and where all results indicated no evidence of likely sewer input based on field observations and sampling. Most outfalls in Winchester have at least one SVF, therefore wet weather outfall/interconnection sampling must be conducted for catchment investigations to be considered complete. Sampling data for all catchments investigated during the reporting period, including those where wet weather sampling has not yet been completed, is attached to this email submission.

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:

Although sampling showed likely sewer input in some instances, there were no confirmed illicit discharges identified during Permit Year 4. The Winchester Hospital did remove an illicit discharge that was identified during Permit Year 3 in Permit Year 3. An illicit discharge removal report was submitted with the Town's

Year 3 MS4 Annual Report. The Town continues to communicate with Winchester Hospital regarding elevated levels of select parameters that still persist during dry weather. The Town also contacted the Parkview Condominium Complex regarding elevated levels of bacteria at a private outfall that discharges flow from their residential heating and cooling system to the Aberjona River. Although flow from this facility does not discharge to the Town's MS4, the elevated bacteria levels are believed to result from the decorative ponds that are used to store and cool the discharge flows from the heating/cooling system. It is believed that the duck population that frequents the ponds is the source of the contamination. The Town commented on the Draft Water Management Act (WMA) Permit for this facility expressing concerns regarding the elevated levels of bacteria, and was informed that the WMA Permit is not able to regulate discharges from this facility at this outfall, and instead was informed that the discharge is regulated under the NPDES Non-Contact Cooling Water General Permit, and notification was provided to MassDEP and EPA staff for consideration. During Permit Year 5, the Town is also actively working to follow-up in other catchment areas with likely sewer input and will continue to investigate these catchment areas to confirm any sources of illicit discharges.

Employee Training

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

The Town conducted their annual IDDE training on March 9, 2022 with 11 employees in attendance. The Town conducted SWPPP training for Winchester DPW employees on March 8, 2022 and March 9, 2022, with 12 and 11 employees in attendance respectively. Employees that work at the Winchester Transfer Station received SWPPP training on March 10, 2022 with 6 employees in attendance.

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:

Of the 76 inspections conducted, 8 inspections were performed by Town officials, and 68 inspections were conducted by the General Site Contractor.

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

Ordinance or Regulatory MechanismDate update was completed (due in year 3): **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:***Retrofit Properties Inventory***Below, list the permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (at least 5):*

- 1) Various Streets
 - a) Main Street (between Sanborn Street & Stowell Road)
 - b) Church Street (Cambridge Street to Bacon Street)
 - c) Bridge Street (Stevens Street to Washington Street)
 - d) Elm Street
 - e) Cross Street (George Road to Adams Road)
 - f) Highland View Road
 - g) Swanton Street (Holland Street to Washington Street)
 - h) Park Avenue
 - i) Highland Avenue (Eaton Street to Park Avenue)
 - j) Washington Street (Englewood Road to Kenwin Road)
 - k) Pilgrim Drive
 - l) Robinhood Road
 - m) Cutting Street
 - n) Amberwood Drive
- 2) Winchester Transfer Station (15 McKay Avenue)
- 3) Lynch Elementary School (10 Brantwood Road)
- 4) Washington Street Park (0 Washington Street)
- 5) Middlesex Park (0 Middlesex Street)

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:

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:

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 Town is working to correct some areas that were identified as contributing to stormwater pollution when the SWPPPs were developed for the DPW Facility and the Transfer Station. At the Transfer Station, the Town has received funding to construct a covered, contained area to store appliances containing freon, to cover the scrap metal and construction material dumpsters, and to install structural BMPs to treat some stormwater runoff that currently discharges to the Aberjona River. Construction of these improvements should be completed in Permit Year 5.

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):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

COVID-19 Impacts

Optional: If any of the above year 4 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 5 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 5 below:

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]