

**Year 1 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: May 1, 2018-June 30, 2019**

*\*\*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.*

**Part I: Contact Information**

Name of Municipality or Organization: Town of Wrentham

EPA NPDES Permit Number: MAR041175

**Primary MS4 Program Manager Contact Information**

Name: Michael Lavin

Title: Superintendent of Public Works

Street Address Line 1: 360 Taunton Street

Street Address Line 2: PO Box 658

City: Wrentham

State: MA

Zip Code: 02093

Email: mlavin@wrentham.ma.us

Phone Number: (508) 384-5477

Fax Number: N/A

**Stormwater Management Program (SWMP) Information**

SWMP Location (web address): <http://wrentham.ma.us/files/Wrentham%20Website%20Files/Stormwater%20Management/Storm%20Water%20Management%20Plan%20for%20MS4.pdf>

Date SWMP was Last Updated: Jun 30, 2019

If the SWMP is not available on the web please provide the physical address and an explanation of why it is not posted on the web:

N/A

## Part II: Self Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4.

**Impairment(s)**

Bacteria/Pathogens       Chloride       Nitrogen       Phosphorus  
 Solids/ Oil/ Grease (Hydrocarbons)/ Metals

**TMDL(s)**

*In State:*       Assabet River Phosphorus       Bacteria and Pathogen       Cape Cod Nitrogen  
 Charles River Watershed Phosphorus       Lake and Pond Phosphorus

*Out of State:*       Bacteria/Pathogens       Metals       Nitrogen       Phosphorus

Clear Impairments and TMDLs

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

### Year 1 Requirements

- Develop and begin public education and outreach program
- Identify and develop inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
  - The SSO inventory is attached to the email submission
  - The SSO inventory can be found at the following website:

N/A

- Develop written IDDE plan including a procedure for screening and sampling outfalls
- IDDE ordinance complete
- Identify each outfall and interconnection discharging from MS4, classify into the relevant category, and priority rank each catchment for investigation
  - The priority ranking of outfalls/interconnections is attached to the email submission
  - The priority ranking of outfalls/interconnections can be found at the following website:

N/A

- Construction/ Erosion and Sediment Control (ESC) ordinance complete
- Develop written procedures for site inspections and enforcement of sediment and erosion control measures
- Develop written procedures for site plan review
- Keep a log of catch basins cleaned or inspected
- Complete inspection of all stormwater treatment structures

### Annual Requirements

- Annual opportunity for public participation in review and implementation of SWMP
- Comply with State Public Notice requirements
- 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
- All curbed roadways have been swept a minimum of one time per year

### **Nitrogen** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

#### Annual Requirements

##### *Public Education and Outreach\**

- Distribute an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distribute 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*

- Increase 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 listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the
- nitrogen removal by the BMP consistent with Attachment 1 to Appendix H. Document the BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP in each each annual report

### **Phosphorus** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

#### Annual Requirements

##### *Public Education and Outreach\**

- Distribute an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release and phosphorus-free fertilizers
- Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distribute 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*

- Increase 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 listed in Attachment 3 to Appendix F already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the phosphorus

- removal by the BMP consistent with Attachment 1 to Appendix H. Document 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 in each annual report

**Charles River Watershed Phosphorus TMDL**

- Begin Phase 1 Phosphorus Control Plan (PCP)

Use the box below to input additional details on any unchecked boxes above or any additional information you would like to share as part of your self assessment:

-The Town has hired a consultant to develop a draft IDDE ordinance and the Town expects to present the IDDE ordinance at Town meeting within the next month.

-A public education and outreach program was developed in the Town's SWMP. The Town has begun implementing this program to meet the Nitrogen and Phosphorus TMDL/impairment messaging requirements in Year 2. The Town posted information regarding proper management of pet waste on the Town's Facebook Page on September 20, 2019, available at the following web address: [https://www.facebook.com/pg/WrenthamMA/posts/?ref=page\\_internal](https://www.facebook.com/pg/WrenthamMA/posts/?ref=page_internal). The Town's Facebook page has 1,598 followers and the post about pet waste received 1 "like" and was shared 1 time. These pet waste flyers were also posted on two electronic signs at the entrance to Town Hall. Messaging is now in place and scheduled for release in Year 2 on proper disposal of grass clippings and use of slow-release fertilizers (Spring) and proper pet waste management (Summer).

-The Town is currently in discussion with its consultants regarding an approach for the Phosphorus Control Plan.

-The Town has contracted with a consultant to provide IDDE training to employees in Year 2.

### 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 Stop River (MA72-09) was incorrectly listed as impaired for E.coli, Organic Enrichment (sewage) Biological Indicators, and water temperature on the NOI. The correct impairments for the Stop River (MA72-09) are Ambient Bioassays (Chronic Aquatic Toxicity), Dissolved Oxygen, and Total Phosphorus.

### 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 the reporting period: 5

Below, report on the educational messages completed during the first year. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

##### **BMP: Flyer Distribution**

Message Description and Distribution Method:

Flyers with information regarding stormwater management and improving stormwater quality was distributed at Wrentham Day (September 08, 2018). Wrentham Day is a well-attended annual community day with educational booths available.

Targeted Audience: Residents

Responsible Department/Parties: Executive Assistant to the Town Administrator

Measurable Goal(s):

30 Flyers were distributed on Wrentham Day

Message Date(s): September 08, 2018

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: Information posted to Town Website**

Message Description and Distribution Method:

The Town's stormwater website provides informational material for residents regarding proper management of dog waste, fertilizer use, septic system maintenance, and landscaping. A link to the ThinkBlue Massachusetts website is also provided. The information is available at the following web address: <http://www.wrentham.ma.us/stormwater-information>

Targeted Audience: Residents

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

The Town's stormwater information page has received 370 views since it was created in February of 2019.

The Town's stormwater information page has received 370 views since it was created in February of 2019.

Message Date(s): ongoing

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:Information posted to Town Website**

Message Description and Distribution Method:

The Town's stormwater website provides informational material for developers regarding construction stormwater tips including best management practices and erosion control. The information is available at the following web address: <http://www.wrentham.ma.us/stormwater-information>

Targeted Audience: Developers (construction)

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

The Town's stormwater information page has received 370 views since it was created in February of 2019.

Message Date(s): ongoing

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:Information posted to Town Website**

Message Description and Distribution Method:

The Town's stormwater website provides informational material for industrial facilities at the following web address: <http://www.wrentham.ma.us/files/Wrentham%20Website%20Files/Stormwater%20Management/Car%20Care.pdf>. This flyer provides information on maintaining vehicles and equipment properly to avoid polluting stormwater.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

The Town's stormwater information page has received 370 views since it was created in February of 2019.

The Town's stormwater information page has received 370 views since it was created in February of 2019.

Message Date(s): ongoing

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: Information posted to Town Website**

Message Description and Distribution Method:

The Town's stormwater website provides informational material for small farm owners at the following web address: <http://www.wrentham.ma.us/files/Wrentham%20Website%20Files/Stormwater%20Management/Agricultural%20Best%20Practices.pdf>. This flyer provides tips to improve stormwater quality such as proper fertilizer use, the use of vegetative buffer strips, and avoiding bare ground.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

The Town's stormwater information page has received 370 views since it was created in February of 2019.

Message Date(s): ongoing

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

Add an Educational Message

**MCM2: Public Participation**

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during the reporting period:

The SWMP is posted on the Town website and an email address is provided below the link where the public can submit comments and questions regarding the SWMP.

The SWMP is posted on the Town website and an email address is provided below the link where the public can submit comments and questions regarding the SWMP

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

Describe any other public involvement or participation opportunities conducted during the reporting period: The Town's Household Hazardous Collection Day was offered on May 11, 2019. This provides residents with the opportunity to properly dispose of hazardous materials including pesticides, herbicides, paint, swimming pool chemicals and used motor oil.

Stormwater information was made available to the public at Wrentham Day on September 8, 2018. Wrentham Day is a community event with informational booths.

### MCM3: Illicit Discharge Detection and Elimination (IDDE)

#### Sanitary Sewer Overflows (SSOs)

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

Number of SSOs identified: 0

Number of SSOs removed: 0

*Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since 2013.*

Total number of SSOs identified: 0

Total number of SSOs removed: 0

#### MS4 System Mapping

Describe the status of your MS4 map, including any progress made during the reporting period:

The Town has mapped outfalls and receiving waters, catch basins, manholes, and pipes within the regulated area. During Year 1 the Town also hired a consultant to complete mapping of initial catchment delineations for outfalls within the regulated area.

#### 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.*

- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

N/A- Outfall screening began in Year 2 and will be reported on in next year's annual report.

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

Number of outfalls screened: 0

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

Percent of total outfalls screened: 0

**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.

- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following website:

N/A- The Town has not started catchment investigations.

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 is currently in the process of conducting initial outfall screening and sampling with the Town's hired consultant. Catchment investigations will be scheduled after initial outfall screening is complete.

**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.

- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following website:

N/A

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: 1

Number of illicit discharges removed: 1

Estimated volume of sewage removed: N/A [UNITS]

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.

Total number of illicit discharges identified: 1

Total number of illicit discharges removed:

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

In Year 1, the Town contracted with a consultant to develop a written IDDE program and to develop an IDDE Bylaw. The Town expects to present the Bylaw at Town meeting for a vote on November 4, 2019. The Town has also begun outfall screening in Year 2 and to date has inspected 54 outfalls. No evidence of an illicit discharge has been observed during these inspections. The results of these inspections will be reported on in the Year 2 Annual Report.

### **Employee Training**

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

Training was provided for Town employees on July 25, 2019. This training included general information on the MS4 program, a description of the requirements of each minimum control measure, and information on how to identify an illicit discharge and Sanitary Sewer Overflow (SSO). This training was conducted by the Town's hired consultant. The Town has contracted with the consultant to conduct additional IDDE training for employees in Year 2 as well.

### **MCM4: Construction Site Stormwater Runoff Control**

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

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

#### **Ordinance Development**

Describe the status of the post-construction ordinance required to be complete in year 2 of the permit term:

The Town currently has a post-construction ordinance in place through the Town's Regulations for Storm Water and Runoff Management. The Town has hired a consultant to review the Town's stormwater regulations in general and to determine what updates may be necessary in order to meet permit requirements. This review of these regulations is in process. Based on information from this review process the Town anticipates updating it's stormwater regulations where necessary to meet permit requirements.

#### **As-built Drawings**

Describe the status of the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites required to be complete in year 2 of the permit term:

The Town currently requires the submission of As-built plans upon completion of a project. The Town's stormwater regulations require the submission of an operation and maintenance plan to the Board of Health for installed stormwater management systems. The Town's Stormwater Regulations require that an agreement be executed for the perpetual maintenance and operation of stormwater facilities that are not publicly owned or maintained.

**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:

The Town has hired a consultant to review the Town's land use regulations to determine what barriers to Low Impact Development (LID) and Green Infrastructure (GI) may exist. This process is currently taking place.

**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:

The Town has hired a consultant to review the Town's land use regulations to determine what barriers to Low Impact Development (LID) and Green Infrastructure (GI) may exist. The Green Infrastructure Report itself is not anticipated to be complete until Year 4.

**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:

The property retrofit inventory has not been started.

**MCM6: Good Housekeeping**

**Catch Basin Cleaning**

Describe the status of the catch basin cleaning optimization plan:

The Town is currently in the process of finalizing a catch basin cleaning optimization plan as part of a town-wi

The Town is currently in the process of finalizing a catch basin cleaning optimization plan as part of a town-wide

If complete, attach the catch basin cleaning optimization plan or the schedule to gather information to develop the optimization plan:

- The catch basin cleaning optimization plan or schedule is attached to the email submission
- The catch basin cleaning optimization plan or schedule can be found at the following website:

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, if known.

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:

According to the Town's draft Municipal Stormwater Infrastructure Operation and Maintenance Plan, if a catch basin sump is more than 50% full during two consecutive routine inspections or cleaning events, the finding will be documented, the contributing drainage area will be investigated for sources of excessive sediment loading, and to the extent practicable, contributing sources will be addressed. If no contributing sources are found, the inspection and cleaning frequency will be increased.

**Street Sweeping**

Describe the status of the written procedures for sweeping streets and municipal-owned lots:

The Town is currently in the process of finalizing written procedures for sweeping streets and municipal-owned lots as part of a town-wide Stormwater Infrastructure Operation and Maintenance Plan. The Town expects to complete the plan in October, 2019, and utilize this plan moving forward.

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

Number of miles cleaned:

Volume of material removed:

Weight of material removed:

If applicable:

For rural uncurbed roadways with no catch basins, describe the progress of the inspection, documentation, and targeted sweeping plan:

Procedures for rural uncurbed roadways with no catch basins are included in the Town's draft Municipal Stormwater Infrastructure Operation and Maintenance Plan. For rural uncurbed roadways with no catch basins and limited access highways, the Town of Wrentham will either meet the minimum frequencies listed for streets with stormwater infrastructure, or develop and implement an inspection, documentation, and targeted sweeping plan outlining reduced frequencies within two (2) year of the effective date of the permit, and submit such plan with its year two annual report.

**Winter Road Maintenance**

Describe the status of the written procedures for winter road maintenance including the storage of salt and sand:

The Town is currently in the process of finalizing written procedures for winter road maintenance as part of a town-wide Stormwater Infrastructure Operation and Maintenance Plan. The Town expects to complete the plan in October, 2019, and utilize this plan moving forward.

**Inventory of Permittee-Owned Properties**

Describe the status of the inventory, due in year 2 of the permit term, of permittee-owned properties, including parks and open spaces, buildings and facilities, and vehicles and equipment, and include any updates:

The Town currently has an inventory of permittee-owned properties including parks, open spaces, buildings, facilities, and vehicles and equipment. The inventory will be reviewed for accuracy in Year 2.

**O&M Procedures for Parks and Open Spaces, Buildings and Facilities, and Vehicles and Equipment**

Describe the status of the operation and maintenance procedures, due in year 2 of the permit term, of permittee-owned properties (parks and open spaces, buildings and facilities, vehicles and equipment) and include maintenance activities associated with each:

The Town anticipates completing this task in Year 2.

**Stormwater Pollution Prevention Plan (SWPPP)**

Describe the status of any SWPPP, due in year 2 of the permit term, for permittee-owned or operated facilities including maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater:

The Town anticipate completing this task in Year 2.

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

Number of site inspections completed: N/A

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

N/A

**O&M Procedures for Stormwater Treatment Structures**

Describe the status of the written procedure for stormwater treatment structure maintenance:

The Town is currently in the process of finalizing written procedures for stormwater treatment structures as part of a town-wide Stormwater Infrastructure Operation and Maintenance Plan. The Town expects to complete the plan in October, 2019, and utilize this plan moving forward.

**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:

N/A

**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:*

The Town contracts with an outside vendor for catch basin cleaning and disposal. Volume and/or mass of material was not available

The Town contracts with an outside vendor for catch basin cleaning and disposal. Volume and/or mass of material was not available

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

Yes, I agree

Complete system mapping Phase I  
 Begin investigations of catchments associated with Problem Outfalls  
 Develop or modify an ordinance or other regulatory mechanism for post-construction stormwater runoff from new development and redevelopment  
 Establish and implement written procedures to require the submission of as-built drawings no later than two years after the completion of construction projects  
 Develop, if not already developed, written operations and maintenance procedures  
 Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; review annually and update as necessary  
 Establish a written program detailing the activities and procedures the permittee will implement so that the MS4 infrastructure is maintained in a timely manner  
 Develop and implement a written SWPPP for maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater  
 Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes  
 Develop, if not already developed, written procedures for sweeping streets and municipal-owned lots  
 Develop, if not already developed, written procedures for winter road maintenance including storage of salt and sand  
 Develop, if not already developed, a schedule for catch basin cleaning  
 Develop, if not already developed, a written procedure for stormwater treatment structure maintenance  
 Develop a written catchment investigation procedure (18 months)

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 in the last 5 years  
 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 uncurbed streets at least annually

Provide any additional details on activities planned for permit year 2 below:

- Pass an illicit discharge Bylaw
- Finalize Municipal Stormwater Infrastructure Operation and Maintenance Plan which will including procedures for catch basin cleaning, street sweeping, winter road maintenance and inspection of stormwater treatment structures.
- Conduct dry weather outfall screening and sampling
- Conduct employee training on IDDE
- Complete land use regulatory review

## Part V: Certification of Small MS4 Annual Report 2019

### 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:

Kevin A. Sweet

Title: Town Administrator

Signature:



Date: 09/30/19

*[Signatory may be a duly authorized representative]*