

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: West Boylston

EPA NPDES Permit Number: MAR041171

Primary MS4 Program Manager Contact Information

Name: Kevin Duffy Title: Director of Public Works

Street Address Line 1: 35 Worcester Street

Street Address Line 2:

City: West Boylston State: MA Zip Code: 01583

Email: kduffy@westboylston-ma.gov Phone Number: (508) 835-4820

Stormwater Management Program (SWMP) Information

SWMP Location (web address): https://www.westboylston-ma.gov/sites/g/files/vyhlf1421/f/uploads/west_boylston_stormwater_management_plan_-_june_2022.pdf

Date SWMP was Last Updated: June 2022

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 type="checkbox"/> Phosphorus
<input 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 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 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:
- 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 secured a grant to build a permanent structure to contain the salt and sand pile available for residential use at the DPW facility. This structure was recently built and the residential salt and sand pile is now covered as of July 2022.

The Town has inspected and mapped all known BMPs that are municipally-owned.

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:

An informational message about dog waste management was included in the "Dear Resident" letter sent to every residence ahead of Spring Town Meeting during Permit Year 4. Educational material was also linked to the Town's Dog Licensing Page on the Town's website, and included with dog license renewal applications.

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:

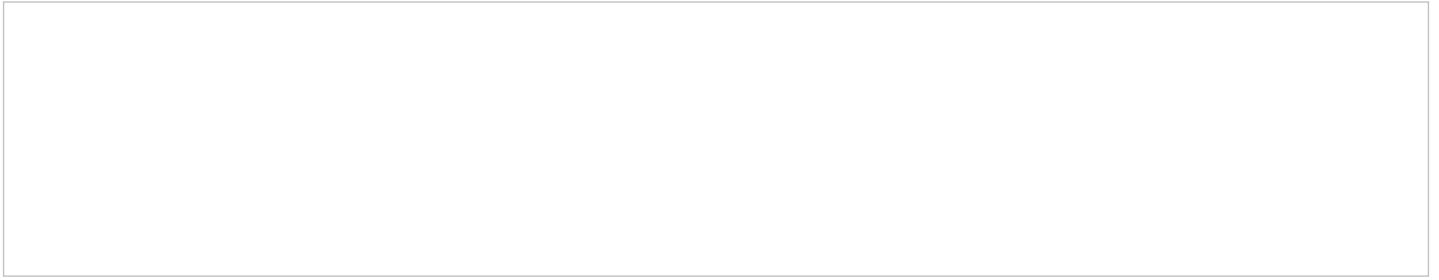
Type(s) of salt applied:

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:

A number of chloride impairments were newly designated for receiving waters in West Boylston on the Final Massachusetts Integrated List of Waters for the Clean Water Act 2018/2020 Reporting Cycle, which is dated November 2021. These include Gates Brook (MA81-24), Scarletts Brook (MA81-25), and two (2) unnamed tributaries to the Wachusett Reservoir (MA81-49 and MA81-54). The Town has 3 years from the date that these receiving waters were identified as impaired to develop a Chloride Reduction Plan, and five years to implement the plan.

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:

Receiving waters, outfalls and impairments have been updated since the NOI was originally submitted. Please see the Town's Stormwater Management Plan included on the Town's website for an updated list of outfalls, receiving waters, and relevant impairments in West Boylston. A number of chloride impairments were newly identified for receiving waters in West Boylston on the Final Massachusetts Integrated List of Waters for the Clean Water Act 2018/2020 Reporting Cycle, which is dated November 2021. These include Gates Brook (MA81-24), Scarletts Brook (MA81-25), and two (2) unnamed tributaries to the Wachusett Reservoir (MA81-49 and MA81-54). It was also brought to the Town's attention that the Town may be subject to the requirements of the MS4 Permit as they relate to the Phosphorus TMDL for Lake Quinsigamond, as the Town does have urbanized area within the lake's watershed. However, the 2016 MS4 Permit does not identify the Town as being subject to the requirements of this TMDL. The Town is currently awaiting guidance from the EPA.

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: Social Media Outreach - Video

Message Description and Distribution Method:

Distribute educational materials to residents through social media. The Massachusetts Think Blue Video was shared on social media.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Think Blue Massachusetts led a social media advertising campaign using the Think Blue Video. Facebook and Google provided the Central MA Regional Stormwater Coalition with ad impressions for Facebook, Instagram and YouTube for the region served by the coalition. During Permit Year 4, 5,071 people viewed this video on Facebook and Instagram. Ad impressions attributed to West Boylston include 6,614 views on YouTube.

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: Brochures/ Pamphlets

Message Description and Distribution Method:

Materials about proper pet waste disposal and how the public can impact stormwater and receiving water quality were distributed.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

A pet waste notice was posted at the Town Clerk's Office, attached to dog license applications and was posted on the Town's Website. There were 559 dog licenses provided.

Separately, the Town also included an informational message about dog waste management in the "Dear Resident" letter sent to every residence ahead of Spring Town Meeting during Permit Year 4.

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: Brochures/Pamphlets

Message Description and Distribution Method:

Information about West Boylston's stormwater management program targeting residents and how they can impact stormwater and receiving water quality is sent out in the Fall Town Meeting Notice.

Targeted Audience: Residents

Responsible Department/Parties: DPW / Town Admin

Measurable Goal(s):

Approximately 3,500 Town Meeting notices were distributed this permit year.

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: Brochures/Pamphlets

Message Description and Distribution Method:

Target groups likely to impact stormwater through lawn maintenance, building maintenance, de-icing materials being stored and used, and unswept parking lots when applicable using brochures.

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Educational material was sent to all (3) gas stations in town on June 8, 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: Brochures/Pamphlets

Message Description and Distribution Method:

Enforce Stormwater Management Bylaw during and after construction. Make information available in the Building and Planning Departments.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW; Building Permitting and Enforcement

Measurable Goal(s):

The Town made information regarding proper sediment and erosion controls aimed at developers available. Educational material was sent to 16 licensed drain layers in town.

Message Date(s): June 8, 2022

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: Web Page

Message Description and Distribution Method:

Place information on the Town's website about proper sediment and erosion control measures.

Targeted Audience: Developers (Construction)

Responsible Department/Parties: DPW

Measurable Goal(s):

The Town placed informational material regarding proper sediment and erosion control aimed at developers on the Town's website. This information was viewed 131 times.

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: :Brochures/Pamphlets

Message Description and Distribution Method:

Distribute educational materials about equipment inspection, waste disposal, dumpster maintenance, de-icing materials storage and use, and parking lot sweeping.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: DPW, Building Department

Measurable Goal(s):

The Town's DPW distributes brochures and maintains a list of all recipients. A flyer was posted at the Building Department for all applicants to view at the beginning of June. There were 34 building permits issued from then until the end of the permit year.

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:Brochures/Pamphlets

Message Description and Distribution Method:

Distribute information to septic system owners about proper septic system maintenance.

Targeted Audience: Residents

Responsible Department/Parties: DPW, Board of Health

Measurable Goal(s):

A septic system maintenance letter was sent to owners of all properties connected to septic systems.

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:

Add an Educational Message

MCM2: Public Participation

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

The Stormwater Management Plan was posted for public comment on the Town's website on June 30th and was made available for public comment through July 15th.

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:**

Public presentations were made to the Select Board by the DPW Director regarding the status of the Town's compliance with the 2016 MS4 Permit on December 15, 2021, and March 16, 2022. These meetings are public noticed and attended by the general public, and provide the public an opportunity to discuss components of the Town's stormwater management program. In addition, a town wide clean up was organized and held for residents on April 30, 2022. The Wachusett Recycling Center also offered special collection days for household hazardous waste on November 13, 2021 and April 23, 2022.

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:

During Permit Year 4, the Town mapped the portions of their drainage system within urbanized areas, including outfalls, drainage pipes, catch basins, drain manholes, interconnections and BMPs using both GPS technology and available record drawings to build the Town's drainage system in GIS. The Town also completed Phase 1 and Phase 2 mapping requirements, including delineation of catchment areas and mapping of impaired waters, in addition to those items previously mentioned. The drainage map will continue to be updated as necessary in future permit years based on field investigations. Drainage mapping will also be updated as a result of new development and redevelopment work on an as needed basis.

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 dry weather outfall and interconnection screening in Permit Year 4. The Town will begin wet weather outfall and interconnection screening and sampling during Permit Year 5, at those outfalls where at least one System Vulnerability Factor (SVF) was identified. The Town's SVF matrix is attached to this e-mail submission.

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:

The Town does not have any problem catchment areas. The Town will begin catchment investigations in high priority catchments starting in Year 5. The Town developed their IDDE Plan during Permit Year 4 and also developed their Catchment Prioritization & Ranking Matrix, which is attached to the e-mail submission with this report. This matrix reflects findings from the dry weather outfall & interconnection screening and sampling effort completed this year.

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:

Catchment Investigations will begin during Permit Year 5 in accordance with the Catchment Prioritization & Ranking Matrix developed during Permit Year 4.

Employee Training

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

West Boylston held an IDDE and SWPPP Training session on May 12, 2022. The training was attended by 5 municipal employees from the West Boylston Cemetery, DPW and Building Departments. The SWPPP training covered Best Management Practices at both the DPW Facility as well as the Mount Vernon Cemetery.

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:

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3):

During Permit Year 4, the Town drafted updates to their existing Stormwater Management Bylaw, developed supporting Stormwater Management Rules & Regulations, and developed a separate Stormwater Bylaw that specifically covers use of the storm drain system. These local code updates are in the process of being reviewed internally. The Town recently hired a new Town Administrator, who they would like to engage in this process. The Town anticipates formally adopting these updates at Spring Town Meeting.

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):

Site #1: Department of Public Works (35 Worcester Street)
 Site #2: West Boston Municipal Light Plant (4 Crescent Street)
 Site #3: Lee Street and Goodale Street Intersection
 Site #4: Pride Park Playground (70 Crescent Street)
 Site #5: Paul X Tivnan Drive Cemetery (Paul X Tivnan Drive)

Stormwater retrofits have not been completed at any of these sites to date.

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:

During Permit Year 4, the Town adopted an electronic catch basin cleaning data collection system to track how frequently catch basins were filling up. However, the Town began catch basin cleaning prior to the implementation of the electronic data collection form. The Town implemented and begin collecting data for

their Catch Basin Optimization Plan in April 2022 and cleaned and collected data for 178 catch basins. Prior to this, the town cleaned all other basins in Town during Permit Year 4 as they do every year. The total volume of material was calculated using the average volume per basin and applying the average to the total number of basins cleaned. West Boylston will continue to collect data for their Catch Basin Optimization Plan and implement the plan after two data points for each catch basin have been collected. It is anticipated that the plan will be implemented during Permit Year 7, once sufficient data has been collected.

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 Town developed SWPPPs for the DPW Facility and the Mount Vernon Cemetery during Permit Year 4. The Town is working to correct a few items noted in the SWPPPs. At the DPW Garage, the Town is in the process of filing an insurance claim to repair the damage to the roof of their salt shed. Currently the roof is secured and covered with a temporary patch. Once funds become available, the salt shed will be permanently repaired. Construction of the improvements to the salt shed are anticipated to be completed in Permit Year 5. During the SWPPP inspection at the DPW Facility, the residential sand/salt mix pile was noted as being uncovered. Funding was secured to construct a permanent structure to contain and cover the sand/salt mix pile. Construction of this structure was completed in July 2022. Based on the timing of development of each SWPPP during Permit Year 4, only four (4) inspections were able to be completed - two (2) quarterly inspections were conducted at each facility.

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:

During Permit Year 4, West Boylston was proactive in making every effort to come into compliance with the requirements of the 2016 MS4 Permit. The Town developed a written SWMP; developed a written IDDE Plan; reviewed and drafted updates to their existing stormwater management bylaw, and supplemented this bylaw as needed by drafting supporting rules and regulations to meet the construction and post-construction stormwater management requirements of the permit; developed a separate draft stormwater bylaw to specifically regulate use of the storm drain system; developed a comprehensive map of their storm drain system in GIS within the urbanized area portion of the town; conducted dry weather outfall/interconnection screening and sampling; performed a catchment prioritization and ranking; developed the System Vulnerability Factor Matrix to identify outfalls and interconnections for wet weather sampling; developed Stormwater Pollution Prevention Plans for the DPW Facility and the Mount Vernon Cemetery; developed an inventory of municipal facilities and property and developed a town-wide Operations & Maintenance Plan; inspected municipally-owned BMPs; developed and implemented an electronic catch basin cleaning inspection and tracking form; and developed the required Post-Construction Stormwater Management Reports. The Town will continue to work diligently during Permit Year 5 to become fully compliant.

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:

During Permit Year 5 the Town is planning to complete the following work:

- Adopt recommended updates to local code to address MS4 Permit requirements and the local permitting process.
- Begin development of a Chloride Reduction Plan for those watersheds of receiving waters with chloride impairments.
- Begin Wet Weather Outfall & Interconnection Sampling
- Begin Catchment Investigations in High Priority Areas

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]