

**TOWN OF WELLESLEY**  
WELLESLEY, MASSACHUSETTS 02481

DAVID J. HICKEY, JR., P.E.  
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**DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION**

September 28, 2021

Mrs. Glenda Velez  
U. S. Environmental Protection Agency – Region 1  
5 Post Office Square – OEP06-01  
Boston, MA 02109-3912

Dr. Laura Schifman  
Massachusetts Dept. of Environmental Protection  
One Winter Street – 5<sup>th</sup> Floor  
Boston, MA 02108

**RE: NPDES Phase II Small MS4 General Permit  
Annual Report – Year 3  
Wellesley, Massachusetts  
EPA NPDES Permit Number: MA 041067  
MA DEPT Transmittal Number: W-036293**

Dear Mrs. Velez and Dr. Schifman:

Please find enclosed herewith a copy of our annual report, year 3, for the period July 1, 2020 to June 30, 2021 as required by our NPDES Phase II Small MS4 General Permit. The annual report highlights stormwater related activities and tasks performed during the past year.

Should you have any questions or if you require additional information, please feel free to contact me.

Sincerely,

George J. Saraceno  
Certified Stormwater Manager

David J. Hickey, Jr., P.E.  
Town Engineer

Cc: David Cohen, Director  
Jeff Azano Brown, Assistant Director  
Meghan Jop, Executive Director  
Brandon Schmitt, Natural Resources Commission  
Don McCauley, Planning Board

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

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

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

## **Part I: Contact Information**

Name of Municipality or Organization:

EPA NPDES Permit Number:

### **Primary MS4 Program Manager Contact Information**

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

### **Stormwater Management Program (SWMP) Information**

SWMP Location (web address):

Date SWMP was Last Updated:

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

## Part II: Self-Assessment

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

### Impairment(s)

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

### TMDL(s)

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

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

**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 3 Requirements

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

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

The Town has numerous outfalls and interconnection points on MBTA and MassDOT property where access has been difficult. Both the impact of COVID-19 and the complexity of gaining physical access have impacted progress.

### Annual Requirements

Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements  
 Kept records relating to the permit available for 5 years and made available to the public  
 The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 

- This is not applicable because we do not have sanitary sewer
- This is not applicable because we did not find any new SSOs

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

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

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

The maintenance procedures for permittee-owned facilities are ongoing and are updated. The inspection of all permittee-owned treatment structures is also ongoing.

## **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:

We continue to provide messages to owners of septic systems on our website, the Think Blue Massachusetts Campaign, and through the Wellesley Twitter and Facebook pages. We included messaging concerning pet waste in our Spring 2021 DPW newsletter. 98% of the town is served by a municipal sewer collection system. We are working with the Board of Health on a proper septic system message for the next permit year.

## Charles River Watershed Phosphorus TMDL

Completed the funding source assessment

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

We are working with a professional consultant to develop the funding need and to assist with the development of our stormwater utility. Our legal analysis was completed last year.

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

The following are the results of the Think Blue message survey: Facebook: 10,292, Youtube: 24,352, Spanish Language: 4,884. Total hits for Town of Wellesley messaging through Social Media is 39,528.

This permit year, the Town continues to provide public education and outreach through its website, with educational materials including new notices for grass clipping and fertilizer use, a storm drain marking guide book, and a pesticide awareness video. We worked with high school students to place storm drain stencils on catch basins as part of our outreach and participation program.

-The Town updated the drainage review bylaw, as well as the stormwater rules and regulations. The drainage review bylaw was approved at this year's town meeting.

-We have developed sustainable lawn care notices, and the NRC (Natural Resources Commission) held a residential land care workshop for quiet, healthy lawns.

-The DPW applied for the Stormy Award through the New England Stormwater Collaborative.

-The DPW applied for the Culvert Replacement Municipal Assistance Grant application for FY22 through the Division of Ecological Restoration and the Massachusetts Department of Fish and Game.

-We began requiring total phosphorous (TP) calculations based on the MS4 permit for both Large House Review (LHR) and Site Plan Review (SPR) projects. We are tracking this information to help with TP removal for the town.

-The Town Continues to use a high efficiency vacuum sweeper that filters out fine dust particles from vehicles and removes sediment, leaves, trash, and debris from the roadway.

-The DPW continues to work with the NRC, CRWA, the State Stormwater Coalition, and our local Stormwater Collaborative.

-Education seminars are held in order to maintain resident involvement and investment.

-DPW employees have been attending Soak Up the Rain EPA seminars to better understand MS4 requirements and preventative measures against pollution.

-Included with this annual report is a copy of the Morses Pond Annual Report 2020, which includes messages about impacts of phosphorus to ponds, importance of buffer strips, organic lawns and managing residential stormwater through rain gardens, infiltration trenches, rain barrels and LID techniques.

### 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?

No

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

## Part IV: Minimum Control Measures

*Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.*

### MCM1: Public Education

Number of educational messages completed **during this reporting period:** 15

*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: Insights from Outside, February 2021**

Message Description and Distribution Method:

The message took the form of a digital newsletter highlighting news from around the town, with an emphasis on healthy outdoor conservation, environmental practices, best lawn care practices, pet waste, rain barrel discount and more.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

There are 1,113 subscribers to the newsletter, all of whom received the information.

Message Date(s): 2-15-2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

#### **BMP: Sustainable Lawn Care**

Message Description and Distribution Method:

A paper pamphlet was used to inform residents of best grass care methods in order to reduce water use.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Grass was maintained throughout the town, and residents were allowed to water lawns every other day.

Message Date(s): 2-12-2021

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

If yes, describe why the change was made:

**BMP: Insights from Outside, May 2021**

Message Description and Distribution Method:

The electronic newsletter informed residents of mandatory water usage limits, as well as events around town in the coming month which would aid the environment and provide further information on its protection from pollutants. The newsletter also includes information about organic lawns and reducing or eliminating fertilizers with phosphorus.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

There are 1,113 subscribers to the newsletter, all of whom received the information.

Message Date(s): 5-27-2021

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

If yes, describe why the change was made:

**BMP: Insights from Outside, June 2021**

Message Description and Distribution Method:

The electronic newsletter informed residents of continued water usage limits, as well as urging them to reduce pesticide use in the town.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

There are 1,113 subscribers to the newsletter, all of whom received the information.

Message Date(s): June 2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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### **BMP: Touch a Truck Event**

Message Description and Distribution Method:

The event was used to educate residents on stormwater and the way that it moves through a community, as well as provide children with entertainment.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Multiple families attended, and there was ample opportunity for children to learn and have fun during the event.

Message Date(s): 5-22-2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

This event is new and was not included in our NOI. We included a video of the watershed model on the Town's stormwater website.

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### **BMP: Healthy Grass Practices in Wellesley**

Message Description and Distribution Method:

A series of Twitter posts on the Wellesley DPW page were used to highlight best practices concerning growth and care of grass lawns. The posts include links to the Town's Stormwater webpage has updated information on grass clippings, fertilizer use, pet waste and leaf litter.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

The social media presence for Wellesley was successful and wide-reaching, with 10,292 Impressions across platforms.

Message Date(s): 5-17 to 6-1-2021

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

If yes, describe why the change was made:

**BMP: Insights from Outside, March 2021**

Message Description and Distribution Method:

The electronic newsletter informed residents of events around town to maintain community involvement in causes regarding the environment. It also publicized environmentally friendly programs made accessible to the town.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

There are 1,113 subscribers to the newsletter, all of whom received the information.

Message Date(s): 4-6-2021

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

If yes, describe why the change was made:

**BMP: Pollinate Wellesley**

Message Description and Distribution Method:

The electronic information packet informed residents of best practices concerning flowers and plants as the growing season began. The positive impact of these practices on the environment were also noted.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

Wellesley had 24,352 YouTube Ad impressions, and 10,292 Instagram or Facebook impressions, meaning that the information was widely received.

Message Date(s): 3-24-2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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### **BMP: Quiet, Healthy Yards, A Regional Residential Land Care Workshop**

Message Description and Distribution Method:

A workshop was held to inform residents of lawn care best practices in the fall months.

Targeted Audience: Residents

Responsible Department/Parties: Sustainable Wellesley

Measurable Goal(s):

There were 24,352 advertisement impressions on Youtube for the Town of Wellesley, meaning that the workshop garnered increased general interest.

Message Date(s): 11-2-2020

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:

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### **BMP:Dog Licensing Messages**

Message Description and Distribution Method:

Reminders were distributed to license dogs for the year via a series of electronic messages. We include a message on how to prevent pet waste from entering the Town's waterways and how pet waste can be harmful to waterways such as streams and ponds.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

3,556 licenses were issued during the reporting year.

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:

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### **BMP:Annual Septic Message**

Message Description and Distribution Method:

An annual message was prepared on the Town's social media sites. This year, we are working with the Board of Health on future mailings to septic system owners.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Provide messaging to residents regarding the operation and maintenance procedures for septic systems.

Messages were submitted on the Town's Facebook page.

Message Date(s): Spring 2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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### **BMP: Pesticide Awareness Messages**

Message Description and Distribution Method:

Messages in newsletters that raised awareness about pesticide use in the Town, and encouraged residents to limit use, as it had adverse effects on more than just pests.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Newsletters were distributed to all town residents, which had a positive effect on limiting use. The Parks Department also adopted a minimum pesticide approach and publicized it to the town.

Message Date(s): Spring 2021

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP: Rain Barrel Sales**

Message Description and Distribution Method:

The Town worked with the NRC to offer residents rain barrels at a discounted price, which could be ordered and then picked up directly from the Town Hall.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

28 rain barrels were sold through the program during the reporting year.

Message Date(s): Monthly, duration of the reporting year

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP: Science Class Vernal Pool Project**

Message Description and Distribution Method:

The NRC worked with high school students to manage a vernal pool in Wellesley for a science class. The pool was successful, and the project went as expected.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

High school students were taught more about the environment, and were able to gain a deeper understanding of how stormwater quality affects it.

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:

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### **BMP: Wellesley Pollinator Corridor Project**

Message Description and Distribution Method:

Pollinator plant kits were distributed to over 100 people in the town, who planted small gardens and observed pollinator species which visited them. The residents then logged the information to gain a sense of what species were in the Town.

Targeted Audience: Residents

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

425 photo observations were recorded by 61 people. 141 users logged onto the iNaturalist app used to record observations to verify pictures.

Message Date(s): Full Reporting Year

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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[Add an Educational Message](#)

### **MCM2: Public Participation**

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

- The Touch a Truck program encouraged community members to learn about stormwater and utility management while being shown vehicles from the Wellesley DPW that are used in managing town assets.
- A catch basin stenciling program was conducted in collaboration with Wellesley High School to allow student participation in improving town infrastructure marking. Students were given mapped areas to put rubberized adhesive stencils with drainage warnings on catch basins that drained to the Charles River. 55 students participated in the program. To date, there have been 343 catch basins stenciled.
- The Planning Board held a public hearing to discuss the Town's Drainage Bylaw, which included information regarding the MS4 permit regulations. The Drainage Bylaw was approved at the Annual Town Meeting.
- The SWMP posted online welcomes feedback to the Town Engineer.

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**:  
We work with the NRC providing workshops and educational opportunities and public participation throughout the reporting period such as designing native plant gardens, rethinking yard care, various projects that are presented by the NRC Environmental Education and Outreach Coordinator, video lessons and work with the Sustainable Wellesley Committee.

## 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: 0

Number of SSOs removed: 0

### MS4 System Mapping

*Optional:* Provide additional status information regarding your map:

We have completed the Phase 1 and Phase 2 Map that shows all outfalls, interconnections, open channels, receiving waters, municipally owned stormwater treatment structures, and water bodies. The maps are included in the SWMP. Most up-to-date mapping in the Town's GIS.

### 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: 5

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

Percent of outfalls screened: 95

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

There was difficulty with inspecting outfalls over the past reporting period due to the COVID-19 situation, but the process of prioritizing maintenance and inspections is ongoing. There is a master list of those outfalls which have been inspected already, as well as the priority of repair.

### **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:

[wellesleyma.gov/documentcenter/view/17793/](http://wellesleyma.gov/documentcenter/view/17793/) (See tab 5, SWMP)

*Below, report on the number of catchment investigations completed **during this reporting period**.*

Number of catchment investigations completed this reporting period: 117

*Below, report on the percent of catchments investigated **to date**.*

Percent of total catchments investigated: 60

*Optional:* Provide any additional information for clarity regarding the catchment investigations below:

Catchment areas which have been investigated by outfall inspections, land use, catch basin cleaning and street sweeping records. Catchment investigations are ongoing and updated as necessary over the coarse of the new permit season.

### **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: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 gallons/day

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

Total number of illicit discharges identified: 0

Total number of illicit discharges removed: 0

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

We are not aware of any illicit discharges from outfall inspections or any reportable spills. We work with the Highway Division, Fire Department and Police Department as first responders to spills in the Town of Wellesley and did not have any reportable illicit discharges this permit season.

### **Employee Training**

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

We provide IDDE training to every new employee as part of their orientation during the first week of employment. We also provide IDDE training for all our employees as part of our Right-to-Know training, which includes a Powerpoint presentation and explanation of IDDE and stormwater.

### **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: 8

Number of inspections completed: 60

Number of enforcement actions taken: 3

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

The number of inspections completed is lower than the number of site plan reviews because some of the projects have not commenced construction. However, all projects under construction are being inspected for proper sediment and erosion controls for the site. During heavy rain events, we responded to construction sites where the sediment and erosion controls were missing, ineffective, or failed. The problem was mostly limited to single family lot construction, as well as one large subdivision. These smaller projects are typically not reviewed or conditioned by our various land development requirements, so tracing and oversight can be difficult. However, the combined effort from the contractors and the DPW staff was enough to quickly contain and mitigate the problem's impact. Contractors were then informed and reminded of the importance of mitigation of sediment and erosion.

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

### **As-built Drawings**

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

Number of as-built drawings received: 1

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

The new Drainage Review Bylaw requires that as-built drawings are to be included with the completion of each project. We receive as-built drawings for projects under an acre through the Large House review, wetlands review process.

### **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:

We currently have a stormwater working group comprised of Town staff and a consultant that meets monthly to review and update street design and parking lots. We continue to assess our street and parking lot designs and have included BMP's and LID techniques.

### **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, in cooperation with the NRC, offers rain barrels to residents and business owners. Educational materials are provided on the Town's websites and through NRC newsletters. For new building projects, the Town considers green roofs and environmentally-friendly infiltration systems such as rain gardens and drainage swales. The Town has adopted a sustainability campaign, found at <https://www.sustainablewellesley.com/>. In year 4, a parking lot with bioswale usage will be constructed. The Town currently works with a consultant to further sustainability efforts in a meaningful way.

### **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 Town has a softball project that includes the installation of a constructed wetland as a retrofit to mitigate stormwater runoff from an upstream residential neighborhood. The constructed wetland is designed to help reduce phosphorous and nitrogen from stormwater runoff. The constructed wetland includes an educational sign that provides the public with information about the different techniques to improve stormwater quality and reduce nutrients to our waterways. We are working with a consultant to identify permittee-owned properties that could be modified or retrofitted with BMP's to mitigate impervious area.

The Town has retrofitted Fuller Brook park with bioswales that include educational signs similar to the sign installed at the constructed wetlands. We will continue to use BMP's and LID techniques to retrofit our existing infrastructure such as parking lots, parks, ballfields and schools to help mitigate nutrients in stormwater runoff and to educate the public.

## MCM6: Good Housekeeping

### Catch Basin Cleaning

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

Number of catch basins inspected: 1,007

Number of catch basins cleaned: 1,007

Total volume or mass of material removed from all catch basins: 298 cubic yards

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

Total number of catch basins: 6,186

*If applicable:*

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

The DPW cleans out problematic catch basins that typically have a high sediment load based on a cleaning history of the system, which is kept in a list and cleaned twice per year. COVID-19 impacted this year's program, but the crews were able to clean a minimum of 25% of basins. We are finding the average basin volume to be fairly low, but we are also tracking areas with larger sediment loads.

### 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: 600 cubic yards

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: 0

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

The Town is working with a consultant to update the SWPPP for the DPW as the current SWPPP is for construction. However, a SPCC is updated annually along with O&M procedures followed throughout the course of the year.

## 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:

The Town, in cooperation with the NRC, continues to assess public ponds through the Comprehensive Pond Management Program. The program includes watershed assessment, water quality improvements, and plan summaries for future work.

We are working with the Charles River Watershed Association to develop a Model Phosphorus Control Plan project with other Stormwater Collaboratives within the State.

Attended the Charles River Watershed Association RDA Municipality Virtual Sessions to better understand a petition to create new NPDES permit for commercial, institutional and industrial properties with a certain amount of impervious area with the Charles River Watershed.

### 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 DPW has worked over the past reporting year to retrofit, upgrade, and repair the Town's drainage system. For example, we have expanded the number of deep sump basins in the system, and we continue to install and plan parking bioswales and retention basins.

### COVID-19 Impacts

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

COVID-19 continues to impact the operations of the Town, especially in regards to receiving supplies in a timely manner. The office was somewhat limited in operations over the past reporting year, which also led to a decreased number of inspections. Resources had to be prioritized in ways that did not always directly aid MS4 progression, and so not all requirements have been entirely met.

## Activities Planned for Next Reporting Period

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

Yes, I agree

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

## Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)

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

The Town is preparing to expand its number of retrofit projects over Year 4, where there will be a greater emphasis on repairing existing structures to meet updated Town standards, adding green infrastructure and removing impervious area. There will be a continued emphasis on green infrastructure in Wellesley, including but not limited to bioswales, bioretention basins and green plantings in parking lots and other projects. The Stormwater Utility funding is ongoing, and the Town is actively working with consultants on the task. We will continue to educate the public with various stormwater outreach programs, including public participation as much as possible.

## 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:

David J. Hickey, Jr., P.E.

Title: Town Engineer

Signature:



Date:

9/28/21

*[Signatory may be a duly authorized  
representative]*