

**TOWN OF WELLESLEY**  
WELLESLEY, MASSACHUSETTS 02481

DAVID J. HICKEY, JR., PE  
TOWN ENGINEER

GEORGE J. SARACENO  
ASSISTANT TOWN ENGINEER



20 MUNICIPAL WAY  
781-235-7600  
FAX 781-237-0047

DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION

September 30, 2022

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

Dr. Laura Schiffman  
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 4  
Wellesley, Massachusetts  
EPA NPDES Permit Number: MA 041067  
MA DEPT Transmittal Number: W-036293**

Dear Mrs. Velez and Dr. Schiffman:

Please find enclosed herewith a copy of our annual report, year 4, for the period July 1, 2021 to June 30, 2022 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 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: Town of Wellesley

EPA NPDES Permit Number: MAR041067

**Primary MS4 Program Manager Contact Information**

Name: David J. Hickey, Jr.

Title: Town Engineer

Street Address Line 1: 20 Municipal Way

Street Address Line 2: N/A

City: Wellesley

State: MA

Zip Code: 02481

Email: dhickey@wellesleyma.gov

Phone Number: (781) 235-7600

**Stormwater Management Program (SWMP) Information**

SWMP Location (web address): <https://www.wellesleyma.gov/319/Stormwater-Management>

Date SWMP was Last Updated: May 17, 2022

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

The revised updated SWMP is located at 20 Municipal Way, Wellesley, MA 02481

## 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>

<b>Impairment(s)</b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input checked="" type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input checked="" 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
			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:

We are preparing a schedule for the recommended updates.

- 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:

We are preparing a schedule for the recommended updates.

- ☒ 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:

- The Town's professional consultant provided a gap analysis of our current MS4 permit from years 1-3 and developed a planned budget to achieve compliance and mechanisms such as a stormwater utility that will aid in providing future funding for the program.
- We have updated our SWMP for year 4 requirements, which includes catchment investigation update, Morses

Pond Annual Report, code assessment for street design and parking lot guidance, newly released Final Massachusetts Integrated List of Waters for the Clean Water Act 2018/2020 303(d) list and more.

-The Town has constructed bioretention areas, a constructed wetland, rain garden, drainage swales, infiltration systems and pervious pavement. In most cases, we have included educational signage that the community can learn from and provide feedback if necessary.

-We continued to inspect and screen outfalls and interconnections during wet weather and dry weather conditions to complete inspections of all our outfalls.

### Annual Requirements

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

<https://wellesleyma.gov/DocumentCenter/View/28904/SWMP>

- ☒ 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:

We continue to inspect permittee-owned facilities, such as oil/water separators at least twice a year, based on our existing maintenance procedures. Inspection of permittee owned treatment structures are ongoing. We perform SWPPP inspections on a quarterly basis.

**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 through social media and the Town's stormwater webpage. We included a message about pet waste in our Spring 2022 DPW newsletter. We work with the Board of Health on appropriate septic system messages.

**Phosphorus** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)Annual Requirements*Public Education and Outreach\**

- ☒ Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers
- ☒ Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

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

*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

*Phosphorus Source Identification Report*

- ☐ Completed the Phosphorus Source Identification Report

- ☐ The Phosphorus Source Identification Report is attached to the email submission

- ☐ The Phosphorus Source Identification Report can be found at the following website:

*Potential structural BMPs*

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

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

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

We will provide a Phosphorus Source Identification Report and tracking information for phosphorus removal by BMP's. The DPW has generated a spreadsheet that shows the amount of phosphorus removed in #/year as a result of the existing BMP's installed in the regulated areas.

### **Solids, Oil and Grease (Hydrocarbons), or Metals**

#### **Annual Requirements**

##### *Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
- ☒ The street sweeping schedule is attached to the email submission
- ☐ The street sweeping schedule can be found at the following website:

- ☒ Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

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

### **Charles River Watershed Phosphorus TMDL**

- ☒ Defined the scope of the Phosphorus Control Plan (PCP). *Please select one of the following:*
- ☒ The PCP scope is the entire area within our jurisdiction within the Charles River Watershed
- ☐ The PCP scope is the urbanized area portion of our jurisdiction within the Charles River Watershed

*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 continued working with a professional consultant to outline a Town phosphorus control plan and to educate staff by attending phosphorus workshops, such as those offered by CRWA, MassDEP and others. We actively work with regulatory agencies in Town to make sure all large developments assess phosphorus



impacts. We have also attended phosphorus control planning workshop series with the CRWA and MassDEP.

*NON-TRADITIONAL AND TRANSPORTATION MS4s ONLY- municipalities please skip this section:*

- ☐ Estimated the current impervious area of permittee owned property, determined the Land Use information for permittee owned property, calculated the phosphorus removal in pounds per year for any structural BMP owned by the permittee in accordance with Appendix F Attachment 3, and recorded the date of last maintenance activity for all structural BMPs for which phosphorus removal is calculated

☐ The above information is attached to the email submission

☐ The above information can be found at the following website:

N/A

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

-Wellesley passed a stormwater bylaw also known as the Drainage Review Rules and Regulations. (See <https://www.wellesleyma.gov/DocumentCenter/View/12119/Full-Zoning-Bylaw-as-of-2022-ATM?bidId=>).

-Wellesley has a refuse and recycling drop off facility called the Recycling Disposal Facility. Leaf deposit and compost is a significant part of the operation. Residents and their landscape contractors bring leaves to the facility.

-Through permit year 4, the Town continues to provide public education and outreach by expanding the stormwater webpage, adding new tabs for green infrastructure, stormwater utility, informational links and student corner. We have added new notices for grass clipping and fertilizer use and zero lawn fertilizer use. As part of our outreach, we met with schools to discuss stormwater and pet waste, which included the students conveying the message about pet waste with family and friends.

-The DPW, through capital projects, has been able to add stormwater improvements such as BMP's and green infrastructure to various parking lot and road reconstruction projects. We have been able to reduce impervious area, introduce bio-swales and Stormceptors to improve stormwater quality.

-We are working with a professional consultant to assist with the preparation of a Phosphorus Control Plan and long term planning for a stormwater utility. We have met with stakeholders to discuss the creation of a stormwater utility. Through these meetings, we have analyzed the long term budget needs for the EPA MS4 Permit.

-Several large projects are in the planning permitting stage or have started construction that include significant stormwater components such as William Street residential building project, Weston Road Reconstruction project, Hardy School and Hunnewell School Replacement project and Middles School Parking Lot project.

-The DPW applied for the Culvert Replacement Municipal Assistance Grant application for FY23 through the Division of Ecological Restoration and the Massachusetts Department of Fish and Game.

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

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

-We continue requiring total phosphorus (TP) calculations based on Appendix F of the EPA MS4 Permit for both Large House Review (LHR) and Site Plan Review (SPR) projects. This information is tracked annually to help with the TP load reduction for the Town, both private and public.

- DPW employees have been attending Soak Up the Rain EPA seminars and other stormwater seminars to have a better understanding of the MS4 permit requirements and learn about preventative measures against pollution.
- We worked with the Climate Action Committee to include information about green infrastructure, minimize untreated stormwater runoff, removed impervious area, use nature-based solutions on municipal land and encourage the approval of a stormwater utility.
- Provided with this annual report is a copy of the Morses Pond Annual Report 2021, which includes messages about the 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 or green infrastructure. The report also summarizes the success of phosphorus treatment on Morses Pond and other ponds in Wellesley.
- The pond manager treated 3 ponds with Polyaluminum chloride this year to evaluate the condition of the pond in reducing algae growth.
- Additional residential properties with septic systems converted to the Town's sanitary sewer system.
- The DPW has adopted "no mow May", green zones and shifting to more electric vehicles and equipment.
- We received feedback from a library media specialist in Maine that the Town's stormwater webpage "student corner" was a big help to them.



### 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:

During the Fuller Brook Preservation Project, we revised the number of outfalls to Fuller Brook based on a field investigation. Also, as we continue to inspect our drainage system, we are removing outfalls that were shown on GIS but don't exist.

## 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: 10

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, July 2021-June 2022**

Message Description and Distribution Method:

Quarterly, digital newsletters highlighting news from around the town, emphasizing healthy outdoor conservation, environmental practices, 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 1,437 subscribers to the newsletter, all of whom received the information. This is an increase of 324 subscribers from last year.

Message Date(s): 2021-2022, July-June

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: Touch a Truck Event - Public Works Week**

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 a live demonstration on a tabletop model. We included handouts such as rain gauges, septic system magnets and brochures.

Targeted Audience: Residents/students

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Multiple families attended. There was an opportunity for children to learn and have fun during the event.

Message Date(s): May 21, 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:

This event is new and was not included in our NOI. The Town's stormwater webpage includes a video of the watershed model.

---

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

Message Description and Distribution Method:

Reminders were distributed to residents with dog licenses 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):

3,661 dog licenses were issued during the reporting year.

Message Date(s): July 1, 2021 to June 30, 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: Interview with Students**

Message Description and Distribution Method:

Students of Bates School interviewed a representative of the DPW to discuss pet waste, stormwater and the ecosystem.

Targeted Audience: Students/Residents

Responsible Department/Parties: DPW-Engineering

Measurable Goal(s):

Met with 12 students from the Bates School. Provided brochures on Pet Waste. The students spoke with their families, friends and residents about pet waste.

Message Date(s): June 2, 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:Spring Lawn Care**

Message Description and Distribution Method:

This message was distributed on the Town's stormwater webpage as a reminder to residents about proper storage and use of fertilizer and herbicides. We also provided a reference to the fertilizer calculator and included a note about mulching the lawn.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The notice was added to the DPW newsletter that is sent to the residents of the Town of Wellesley.

Message Date(s): May 9, 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:Properly Dispose of Leaves**

Message Description and Distribution Method:

Under the Town of Wellesley "News & Announcements", information was posted about the proper disposal of leaves to help reduce water pollution and prevent flooding.

Targeted Audience: Residents, Business Owners

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

To distribute the message to as many Town residents and business owners as possible. The message was submitted on the Town's website under "News and Announcements".

Message Date(s): November 2, 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:Annual Septic Message**

Message Description and Distribution Method:

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

Targeted Audience: DPW Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Provide messaging to residents regarding the operation and maintenance procedures for septic systems. The messages were submitted on the Town's stormwater webpage, Facebook and, with the Board of Health.

Message Date(s): September 8, 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:Think Blue Outreach Campaign**

Message Description and Distribution Method:

Provide information about reducing stormwater runoff and keep state lakes, rivers and streams clean.

Targeted Audience: Residents, Businesses, Commercial, Institutions, Developers

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Send out messages from the Think Blue webpage about pet waste, yard waste, lawn chemicals and fertilizers, septic systems, pool care and much more. The following are the results of the Think Blue message survey: Facebook: 13,847; Youtube: 17,863; Spanish Language: 3,914. The total hits for the Town of Wellesley messaging through Social Media is 35,624.

Message Date(s): July 1, 2021 - June 30, 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: Leave the Leaves**

Message Description and Distribution Method:

This message is about supporting pollinators and other invertebrates by leaving leaves over the winter and mulching them for spring use.

Targeted Audience: Residents

Responsible Department/Parties: Natural Resources Commission

Measurable Goal(s):

Digital message sent through the Insights from Outside Newsletter from the NRC to residents.

Message Date(s): September 4, 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: Vernal Pool Project**

Message Description and Distribution Method:

The grand opening of the North 40 Vernal Pool Boardwalk Trail. The boardwalk will be used as an outdoor classroom, where students, teachers and residents can learn about vernal pools and their surroundings.

Targeted Audience: Residents, Teachers, Students

Responsible Department/Parties: Wellesley Natural Resources Commission

Measurable Goal(s):

Students, teachers and residents gain a deeper understanding of how stormwater quality affects the environment through a vernal pool.

Message Date(s): August 14, 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:

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 Town is working with a professional consultant to engage local stakeholders, such as, decision makers, residents, business owners, Board of Public Works, Select Board, Planning Board, Natural Resources Commission, Sustainability Commission, area colleges, private schools and commercial landowners about Wellesley's Stormwater Program and implementation of a stormwater utility. This involved public participation in the discussion to help move the stormwater utility program forward and present at next years Town Meeting. All 9 public meetings in year 4 are posted here: <https://wellesleyma.gov/1785/Stormwater-Utility>.

-We met with students at the Bates School to discuss stormwater management, pet waste and the Town's ecosystem. The students developed their own educational message to family, neighbors and students along with adding signage in a local park about pet waste.

-The Stormwater Management Plan (SWMP) is posted online and updated annually. We welcome feedback from the community to the Town Engineer.

-The Touch a Truck program encouraged the community to learn about stormwater while being shown vehicles from the Wellesley DPW that are used in managing Town assets. We encouraged the public to reach out to family and friends about stormwater management.

-We continue to work with the Natural Resourced Commission (NRC) providing workshops and educational opportunities and public participation throughout the reporting period such as the importance of vernal pools to our habitat, yard waste, the impacts of climate change to the environment, pet waste, etc. The NRC invites the residents, students and teachers to participate in various projects. This includes Boy Scouts, Girl Scouts, and other groups.

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:**



### 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:

The Phase 1 and Phase 2 Maps are complete and included with the SWMP in the office. The on-line version will be updated soon. We continue to update the Town's GIS annually with both private and public BMP's, stormwater improvements and green infrastructure such as grass swales, rain gardens, etc.

#### 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:

-We performed outfall inspections in high risk zones or catchment areas for both wet and dry weather conditions. Wet weather sampling was challenging but we managed to inspect some of the higher ranked outfalls. The sampling results did not indicate an illicit connection.

-We continued to inspect outfalls and interconnections during wet and dry weather conditions. There are some interconnections on highways that are difficult to reach. The master list of outfalls has already been initially screened.

**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:*

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

**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:

During the permitting period, we were not aware of any illicit discharges occurring as a result of our outfall inspection or illegal discharges reported. There were no reported spills that entered the MS4.

### **Employee Training**

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

We provide IDDE employee training to every new employee as part of the orientation during the first week of employment. We also continue to provide IDDE training for all DPW 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: 40

Number of inspections completed: 45

Number of enforcement actions taken: 5

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

We inspect all projects that are reviewed under the Large House Review (LHR) process for single family property for private drainage system, sediment and erosion control and utility connections and Site Plan Review (SPR) for larger land development projects. The LHR projects typically disturb under 1 acre of land. The information from our site inspections is reported on a form and ties and as-built information drawn on our GIS system. During our inspections, we note the condition of sedimentation and erosion controls for the site. The LHR and SPR projects are required to have a robust O&M plan for the development of the property. During the permitting period, we initiated enforcement of the O&M plan mainly due to inadequate sediment and erosion control measures onsite. The mitigation measures are swiftly resolved the same day and the contractor informed and reminded about the importance of mitigation of sediment and erosion on the site.

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

#### **Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3): October 8, 2020

#### **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:

We receive as-built drawings for projects under 1 acre through the LHR and wetlands review process. For projects over 1 acre, which are typically SPR project, we also receive as-built drawings. The Town's Drainage Review Bylaw requires that as-built drawings are to be included with the completion of each project.

### **Retrofit Properties Inventory**

Below, list the permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (at least 5):

- Middle School Parking Lot (Calvin Lot) - proposed bioswale (completed 9/2022)
- Hunnewell School - proposed bioretention areas, infiltration systems, improved drainage
- Hardy School - proposed bioretention areas, infiltration systems, improved drainage
- Railroad Avenue Parking Lot
- Washington Street, Cottage Street to Leighton Road
- Tailby Parking Lot
- Wellesley Farms Station Parking Lot
- We are reviewing a number of large radius cul-de-sacs to retrofit.

## **MCM6: Good Housekeeping**

### **Catch Basin Cleaning**

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

Number of catch basins inspected:

Number of catch basins cleaned:

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

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

Total number of catch basins:

*If applicable:*

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

The DPW uses a GIS Collector App to track catch basin cleaning by truck type and percent full. We have 17% of the catch basins that were 50% full. While the average removal rate is around 1-foot of material, the collector app allows us to map the locations of catch basins with higher volume of material and to increase the frequency of street sweeping and catch basin maintenance operations going forward.

**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:
- ☐ Weight of material removed:

**Stormwater Pollution Prevention Plan (SWPPP)**

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

Number of site inspections completed:

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

Catch basins in high activity areas and materials handling areas were observed to have higher sediment loads. The DPW Highway Division cleaned out the catch basins and is working with a more frequent maintenance schedule going forward. All the on-site BMP's were inspected without any issues. We missed 2 quarters because we were not aware that the SWPPP for the DPW Complex required quarterly inspections. We also missed an inspection due to personnel issues. This has been resolved.

**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:

-We participated in a project with the Charles River Watershed Association to develop the Charles River Flood Model, which has helped us understand the impact of future development, flood plain management and extreme weather in Wellesley. See the Charles River Flood Model at <https://www.crwa.org/watershed-model.html>.

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

-The pond manager continues to work with the NRC on the Comprehensive Pond Management Program. The program includes watershed assessment, water quality improvements, and plan summaries for future work.

### **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 continues to repair, retrofit and upgrade the Town's drainage system. Physical updates in the field are updated on the Town's GIS.
- During the permit period, we installed drainage swales at a parking lot and deeper sump catch basins as part of a road reconstruction project and with general maintenance.
- We use a GIS Collector App to help determine which catch basins may need an upgrade, retrofitting and maintenance schedule adjustments.
- We review phosphorus removal from private BMP's, which is ongoing through the local permitting process.
- At this point, Wellesley has a dry wetland (Caroline Brook), a constructed wetland (Lee Field), a bio-basin (Middle School), an impervious parking lot (900 Worcester Street) and several infiltration systems.

### **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:

- COVID-19 continues to impact the operations of the DPW mostly in receiving supplies in a timely manner, due to long lead times. At times, the office was limited in operations over the past reporting period.
- Our five retrofit projects were hindered by COVID and staff shortages, with staff working on adjusted schedules. It was cumbersome to engage with the public in an interactive and meaningful way.
  - We were able to advance two more capitol projects that include significant stormwater BMP's. We were able to discuss with several Town agencies at public hearings about the purpose and benefit of the proposed stormwater improvements. We will continue working on the five retrofit projects over the course of the next permit year.

### **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:

- The Town is making preparations for a warrant for a stormwater utility to be introduced at next years Town Meeting. We will continue engaging stakeholders about the needs for a stormwater utility for the Town.
- The Town's pond manager continues to evaluate the conditions in all Town ponds on an annual basis. For permit year 5, we will begin the initial testing and permitting for dredging at the Duck Pond and Reeds Pond.
- The Town will continue working with a professional consultant on the preparation of a Phosphorus Control Plan.
- We will continue our stormwater outreach programs with public participation as much as possible.
- More material will be included on the Town's stormwater webpage such as education, public involvement, participation and informational videos on the proposed stormwater utility.
- We will continue to emphasize green infrastructure and sustainability in Wellesley, including the use of bioswales, bioretention basins, reduced impervious area, especially in parking lots and other projects.



## 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:

9/30/2022

*[Signatory may be a duly authorized  
representative]*