

Year 6 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2023-June 30, 2024

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are to publicly accessible sites

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, 2023 and June 30, 2024 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:

City: *Wellesley* State: *MA* Zip Code: *02481*

Email: *dhickey@wellesleyma.gov* Phone Number: *(781) 235-7600*

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): <https://www.wellesleyma.gov/2235/MS4-Permit>

Date SWMP was Last Updated: *August 2024*

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:

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.

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 publicly available website:

Updated system map due in year 10 with information from completed catchment investigations

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:

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

This is not applicable because there are no septic systems present

** 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:

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 publicly available 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

Below, calculate your current phosphorus export rate by first filling out the individual phosphorus loading components (labeled [A], [B], [C], and [D]) and then computing your current phosphorus export rate using the equation provided.

Baseline phosphorus export rate from PCP Area, as identified in Appendix F (**lbs/year**) **[A]**:

3155

Total phosphorus reduction from all nonstructural controls implemented **this reporting period** (**lbs/year**) **[B]**:

44.5

Total phosphorus reduction from all structural controls installed this reporting period and all previous years (**lbs/year**) **[C]**:

24.8

Phosphorus load increase due to development incurred since 2005 in **lbs/year** **[D]**:

-442.00000000

Current phosphorus export rate from the PCP Area in **lbs/year** [=A-(B+C)+D from above]:

2643.70000000

I certify under penalty of law that all source control and treatment Best Management Practices being claimed for phosphorus reduction credit have been inspected, maintained and repaired in accordance

with manufacturer or design specification. I certify that, to the best of my knowledge, all Best Management Practices being claimed for a phosphorus reduction credit are performing as originally designed.

All municipally owned and maintained turf grass areas are being managed in accordance with Massachusetts Regulation 331 CMR 31 pertaining to proper use of fertilizers on turf grasses

Implemented all nonstructural control measures **during this reporting period** and documented the measures and their phosphorus reduction. The nonstructural control measure information:

- is attached to the email submission
- can be found at the following publicly available website:

Documented the structural control measures implemented during **this reporting period and all**

previous years, including location, phosphorus reduction in mass/year, and date of last completed maintenance and inspection for each control. The structural control measure information:

- is not applicable; no structural control measures were implemented
- is attached to the email submission
- can be found at the following publicly available website:

The Phase 1 PCP: (select one of the following options. If you submitted your PCP last year and have an updated website, please include the website below)

- was submitted in the Year 5 Annual Report
- is attached to the email submission
- can be found at the following publicly available website:

<https://wellesleyma.gov/DocumentCenter/View/37858/Phosphorus-Control-Plan---Final>

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:

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

Describe the planned phosphorus reduction activities on site and coordination progress with the applicable municipality:

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

The Town is currently developing a self-certification program for privately owned BMP owners to report on O&M activities. The program will be tied to receiving credits against a stormwater utility fee.

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:

As part of continuing field work and record drawing review in the catchment investigations, the drainage mapping continues to be refined. Since the last reporting year 27 additional outfalls have been identified, bringing the total to 378 outfalls. These are not new outfalls, rather outfalls that had not previously been accounted for in the mapping. The SWMP has been updated to reflect the final number, as well as their receiving water information and the most recent impairments listed in the MA Integrated List of Waters.

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:** 8

*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: Management of Pet Waste

Message Description and Distribution Method:

Message on the impacts of pet waste on stormwater quality and reminder to residents to "Scoop the Poop". Message also included in dog license renewal application.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

3,393 dog licenses with the educational message were issued.

Message Date(s): 6/27/2023

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: Grass Clippings/Phosphorus Free Fertilizer

Message Description and Distribution Method:

Message on the benefits of using compost and other slow-release fertilizers, along with a reminder that phosphorus fertilizers may only be used on new lawns or when need is shown through a soil test. Distributed through the annual DPW Spring Newsletter, as well as on poster boards at spring Town Meeting. In addition, DPW is offering a curbside composting pilot program through a partnership with Black Earth Compost. Participating residents receive free compost for as long as they are enrolled.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

The DPW newsletter is sent to all residential addresses in Town. The Town Meeting poster was set in a prominent location for all representative Town Meeting members to see. Compost program is year-round.

Message Date(s): Spring 2024

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:Septic System Awareness

Message Description and Distribution Method:

Message providing septic owners a link to best management practices for maintenance. Distributed through DPW Stormwater Management website. In addition, the Town works with individual septic owners to determine the feasibility of switching to sewer as the opportunity presents and where appropriate.

+

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

There are a limited number of septic systems in town. While information is available 24/7 as needed on the DPW's website, a direct mailing is being considered for future years.

Message Date(s): Year-round

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:

Message not originally included in NOI.

BMP:Leaf Litter

Message Description and Distribution Method:

Message emphasizing the importance of allowing leaves to break down naturally where they fall, particularly on lawns. Distributed through the Wellesley Natural Resources Commission Newsletter. Additional message included in Spring DPW Newsletter encouraging leaving leaves on yards during spring cleanup.

+

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

The newsletter has a circulation of over 1,000 residents.

Message Date(s): October 2023 (NRC), Spring 2024 (DPW)

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:Stormwater Topics for Developers

Message Description and Distribution Method:

As part of implementation of a new stormwater utility, 1x1 conversations have been held year round with contractors, developers, and engineers that regularly do work in Town. Discussion topics include post-construction BMPs and the importance of maintenance and good housekeeping practices for erosion and sediment control during construction.

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Targeted Audience: *Developers (construction)*

Responsible Department/Parties: *Engineering*

Measurable Goal(s):

Conversations have been had with developers during permitting reviews and discussions of the stormwater utility.

Message Date(s): *Year-round*

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:

Message not originally included in NOI.

BMP:General Stormwater Practices

Message Description and Distribution Method:

Information on general stormwater practices was made available through a variety of mediums.

-The Town's stormwater website was updated to make it easier to navigate and find information on stormwater topics.

- The Natural Resources Commission sends out a monthly newsletter with a variety of stormwater education messages, depending upon the time of year.

-DPW hosted a Touch-a-Truck in Spring 2024, which included poster boards with stormwater information and give-aways including rain gauges. Equipment used for sampling was on display and explained to interested residents.

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Targeted Audience: *Residents*

Responsible Department/Parties: *Engineering*

Measurable Goal(s):

Events were heavily attended by the public and members of the DPW community.

Message Date(s): *Year-round*

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:Classroom Visits

Message Description and Distribution Method:

DPW employees met with 5th grade students to discuss stormwater topics and the impacts of pollution on the environment. Students created educational material on various stormwater pollution sources. In addition, the Engineering Division spoke with students from Olin College of Engineering to discuss a project related to improving river water quality. The Town answered questions on the project and discussed how it could potentially be used as part of the MS4 program.

Targeted Audience: *Residents*

Responsible Department/Parties: *Engineering*

Measurable Goal(s):

Met with multiple classrooms.

Message Date(s): *January 2024 (Bates), February (Olin)*

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:Impervious Area & Stormwater BMPs

Message Description and Distribution Method:

Mailed letters were sent out to property owners in Wellesley in preparation of the first round of billing for the stormwater utility. Letters were sent out to owners of existing BMPs, as well as properties that are within the top 5% largest impervious area. The purpose of the letters were to make owners aware of available credits, as well as direct them to stormwater resources on the Town's website.

Targeted Audience: *Business/Commercial/Institution, Industrial, & Residents*

Responsible Department/Parties: *DPW*

Measurable Goal(s):

Over 500 letters were sent to applicable property owners.

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:

Message not originally included in NOI.

[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 worked with a professional consultant to finalize implementation of the new stormwater utility. This included acceptance of the billing rates, rules and regulations, and credit policy by the Board of Public Works, setting up the infrastructure in the Town's billing system, creation of online applications for credits and abatements, and informational mailings to property owners.*
- As awareness of the upcoming stormwater utility has increased, individual residents have reached out to DPW for information. The Town's website has been updated to make it easier to navigate and increase available stormwater resources, including a FAQ. Conversations with residents are used as an opportunity to engage and educate on a variety of stormwater topics.*
- As noted under the Public Messaging section, several public events were attended and used as a way to engage with residents about the importance of stormwater issues and promote actions that individuals can take to mitigate pollution.*
- The most recently available SWMP and annual reports are posted on the Town's website. The public is invited to send any comments or questions 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**:

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: 5

Number of SSOs removed: 5

MS4 System Mapping

Percent of Phase II map complete: 100

Optional: Provide additional status information regarding your map:

To the best of our knowledge, the Phase II map has been updated to include outfall spatial location, pipes, manholes, catch basins, refined catchment delineations, and the municipal sewer system. However, this information is based on record drawings and updated through field investigations. As the catchment investigations and other field work is conducted, it is anticipated that individual components of the mapping will continue to be refined. In addition, the mapping will be continually updated post-construction on municipal drainage and transportation projects. The following recommended elements are also regularly incorporated into the mapping, where known: pipe material, size and age; privately-owned stormwater treatment structures; topography, and orthophotography.

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

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

Number of outfalls screened: 42

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

Percent of outfalls screened: 98

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

An initial inspection of 100% of the town's outfalls was previously performed, but gaps in the collected data and the discovery of new outfalls have necessitated revisiting many locations. To date, 98% of outfalls have been found to be fully screened through a combination of previous inspection data and re-visits. One additional round of sampling at 8 outfalls is all that remains to finalize the program.

+

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 publicly available 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:

A review for the presence of system vulnerability factors was performed for all catchments. 60 catchments were identified as having a minimum of one SVF. Wet weather sampling began in spring 2024, with 39 locations completed. The 43 catchments investigated are those catchments that do not have system vulnerability factors or key junction manholes, and had a clean outfall inspection within the reporting period. [+](#)

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 publicly available 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:

Employee Training

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

In February 2024, Engineering staff attended a workshop hosted by BayState Roads on IDDE permitting requirements, EPA perspectives, best practices, and experiences from other communities. In addition, in July 2023, during a weekly meeting with all Engineering staff, a discussion was held on what and when to report illicit discharges.

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: **31**

Number of inspections completed: **80**

Number of enforcement actions taken: **19**

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

Reviews, inspections, and enforcement actions includes work under the Wetland Protection Act and Town permits including Large House Review, Special Project Review, and Review of Adequacy.

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**

Website of ordinance or regulatory mechanism: **Section 5.8: <https://wellesleyma.gov/281/Zoning-Bylaws>**

As-built Drawings

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

Number of as-built drawings received: **11**

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

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 4:

The Town has been reviewing subdivision regulations related to street width and cul-de-sac size. While there are very limited subdivisions installed in Town, consideration will be given to reducing the amount of impervious area required.

Green Infrastructure Report

Below, describe progress towards making green infrastructure practices allowable based on the report completed in Year 4:

N/a

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (must maintain a minimum of 5 sites in inventory until less than 5 sites remain):

- Railroad Avenue Parking Lot*
- Tailby Parking Lot*
- Wellesley Farms Station Parking Lot*
- Bates School*
- Washington Street Sidewalk Project*

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.d of the permit and the type of BMP(s) implemented. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

-Hunnewell School: Construction completed in 2023. Project included bioretention and underground infiltration chambers.

-Hardy School: Includes bioretention and underground infiltration basins. Construction began spring 2023 and was completed in August 2024.

MCM6: Good Housekeeping

Catch Basin Cleaning

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

Number of catch basins inspected:

Number of catch basins cleaned:

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

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

Total number of catch basins:

If applicable:

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

Street Sweeping

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

Number of miles cleaned:

Volume of material removed:

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:

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 publicly available 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

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.

- Following a lengthy public outreach process, voters at the 2023 Annual Town Meeting approved the creation of a new Stormwater Utility. The past permit year has been spent ramping up administrative infrastructure to prepare for billing (the first year was paid for using ARPA funds) and beginnings of a capital program. The fees collected under the utility will be used to comply with permit requirements, maintain and replace existing infrastructure, and invest in flooding and water quality improvements.*
- To support the stormwater utility and forward the Phosphorus Control Plan, an online form was set up for BMP owners to submit annual O&M reports. The form is on the same platform used by residents to apply for many town permits and streamlines tracking and sending of reminders.*
- To further the goals of the Phosphorus Control Plan, an expanded list of potential retrofit BMP areas was prepared and given an initial priority rating based on desktop analysis.*
- The Town continues to be an active member of stormwater associations including the Statewide Stormwater Coalition and Charles River Municipal Stormwater Collaborative.*
- In Year 6, the Town reviewed and contributed comments on the proposed changes to the Massachusetts Wetland Protection Act, including a revised Stormwater Handbook.*



Year 7

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

Yes, I agree

- Complete investigations of catchments associated with Problem Outfalls
- Complete investigations of catchments where any information gathered on the outfall/interconnection identifies sewer input

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

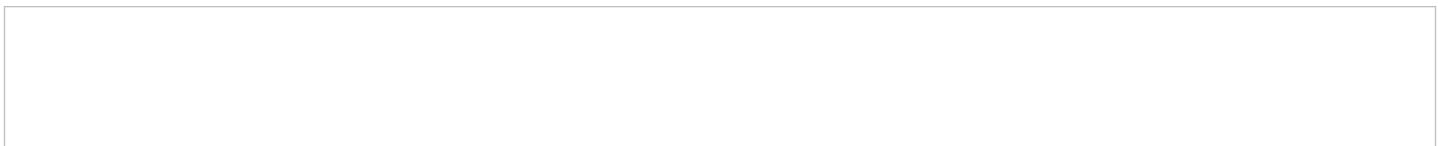
and facilities, and vehicles and equipment; update if necessary

- 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 7 below:



Part V: Certification of Small MS4 Annual Report 2024

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]

Note: When prompted during signing, save the document under a new file name.

Annual Report Submission

Please submit the form electronically via email to both EPA and MassDEP by clicking on one of the links below or using the email addresses listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.

EPA:

MassDEP:

Paper Signature:

If you did not sign electronically above, you can print the signature page by clicking the button below.

[Print Signature Page](#)

Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.

[Lock Form](#)