

# **Year 4 Annual Report**

## **New Hampshire 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:

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)

Bacteria and Pathogen       Chloride       Lake and Pond 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:

June 2024

Developed a report assessing local regulations to determine the feasibility of making green

infrastructure practices allowable when appropriate site conditions exist, made it available as part of the SWMP, and:

No updates were recommended

Updates were recommended. The anticipated date or date of completion for updates is/was:

June 2024

Identified a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover

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

### Annual Requirements

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

- Updated system map due in year 2 as necessary
- Provided training to employees involved in IDDE program within the reporting period
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- All curbed roadways were swept at least once within the reporting period
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- 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:

All known BMPs believed to be under town jurisdiction have been inspected.

The Town continued work on a DPW Feasibility Study that includes site-wide improvements during Permit Year 5.

#### **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:

## **Chloride Impairment**

- Completed the Salt Reduction Plan due in Year 3, updated if necessary
  - The Salt Reduction Plan is attached to the email submission
  - The Salt Reduction Plan can be found at the following website:

<https://www.townofsalemnh.org/engineering/pages/stormwater-management-program-swmp>

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

The Town developed a Chloride Reduction Plan for Policy-Porcupine Brook in Permit Year 1. This plan was updated and expanded on in Permit Year 3 to include Policy Brook and an unnamed tributary to Harris Brook.

## **Phosphorus Impairment**

### 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 Sourchace Identification Report is attached to the email submission
  - The Phosphorus Source Identification Report can be found at the following website:

<https://www.townofsalemnh.org/engineering/pages/stormwater-management-program-swmp>

#### *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:

Although Captains Pond currently has a TMDL for phosphorus, the TMDL was not approved prior to the permit effective date and therefore the Town is not subject to the requirements of Appendix F under the current permit. Appendix H requires the Town to track and estimate the amount of phosphorus removed by structural BMPs installed as a result of the retrofit inventory conducted as part of the Phosphorus Source Identification Report (PSIR) for Captains Pond, which was completed in Permit Year 4. As required by the permit, at least one structural BMP must be installed by the end of Permit Year 6. Appendix H does not require permittees to estimate the amount of phosphorus removed by existing structural BMPs-- that is only a requirement for permittees that discharge to a water body with an existing TMDL for phosphorus where a municipality wants to obtain credit for phosphorus removed as part of a comprehensive Phosphorus Control Plan, and is therefore not applicable to Salem. However, once the town begins installation of structural BMPs as identified as part of their Phosphorus Source Identification Report, the Town will track and estimate the phosphorus removed by the BMP consistent with Attachment 3 to Appendix F, including reporting on BMP type, total area treated, design storage volume, and the estimate phosphorus removed in mass per year. However, in Permit Year 4, as part of the development of the PSIR for Captains Pond, the Town did estimate the phosphorus removal associated with the existing bioretention area installed previously as part of the drainage improvements on Captains Drive. Those calculations are attached to the e-mail submission with this Annual Report.

As part of the proposed regulatory updates related to post-construction stormwater management, the Town of Salem will be tracking phosphorus removal attributable to structural BMPs on development projects. This effort will ensure that phosphorus reduction requirements are being met for new development and redevelopment, and will be beneficial to the Town in compliance with the TMDL for Captains Pond.

The Town swept all streets tributary to Captains Pond once during the reporting period. The second cleaning occurred during September 2022.

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

##### 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

*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:

Metals impairments include iron and arsenic impairments for Policy-Porcupine Brook. The Town continues to evaluate potential areas of high pollutant loads within the tributary drainage area, and adjust street sweeping frequencies as needed.

### **Chloride TMDL**

#### Annual Requirements

Implemented Chloride Reduction Plan or Alternative Chloride Reduction Plan

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

The Town developed a Chloride Reduction Plan for Policy-Porcupine Brook in Permit Year 1. This plan was updated and expanded on in Permit Year 3 to include Policy Brook and an unnamed tributary to Harris Brook. The Town continued to work to implement components of the plan during the Permit Year 4.

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

## Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
- No

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

The list of outfalls/interconnections and their receiving waters was updated during Permit Year 4. The updated list of receiving waters and outfalls is included in Section 1 of the Town's SWMP.

The 2020/2022 Section 303(d) Surface Water Quality List for the State of New Hampshire, was approved by EPA on March 14, 2022. The updated list of impaired waters includes the following changes that are relevant to Salem:

- 1) Canobie Lake was added to the 2020/2022 list for dissolved oxygen saturation and dissolved oxygen.
- 2) Shadow Lake was added to the 2020/2022 list for pH. Shadow Lake - Shadow Lake Association Beach was also added to the 2020/2022 list for E. coli.

## 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: Website

Message Description and Distribution Method:

Update the Town's website to include information on vehicle maintenance, fertilizer use, parking lot sweeping, ice removal optimization, and waste/material storage for local businesses.

Targeted Audience: Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: Engineering/DPW

Measurable Goal(s):

This information was made available to a wide audience by posting it to the Town's stormwater public education web page. The web page was viewed 54 times during the reporting period.

Message Date(s): FY2022

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:Website

Message Description and Distribution Method:

Update stormwater information on Town website to provide access to stormwater-related materials, documentation, regulations and procedures targeting developers/contractors.

Targeted Audience: Developers/Contractors (Construction)

Responsible Department/Parties: Engineering, Planning

Measurable Goal(s):

This information was made available to a wide audience by posting it to the Town's stormwater public

education web page. The web page was viewed 54 times during the reporting period.

Message Date(s): FY2022

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:Displays/Posters/Kiosks (4 Messages)**

Message Description and Distribution Method:

In addition to maintaining general stormwater information at kiosks around Salem, the Town also maintained the EPA pamphlet "Protecting Water Quality from Urban Runoff", the UNH fact sheet "Green Grass & Clean Water", a Salem-specific pet waste brochure, and a Salem-specific yard waste flyer on the Town's website during the reporting period. These materials are included in Appendix G of the SWMP and at the following location: <http://www.townofsalem.org/engineering/pages/public-education-and-outreach>

Targeted Audience: Residents, Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: Engineering Division

Measurable Goal(s):

The Town ensured that the stormwater information was visible to residents and replaced/updated the materials both online and in kiosks as needed. The stormwater public education web page was viewed 54 times during the reporting period.

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:

The Town decided to post information online as well as at kiosks since the internet is a cost-effective and efficient way to share information with a broad audience.

### **BMP:Brochures/Pamphlets**

Message Description and Distribution Method:

The Town maintained the EPA flyer "What you can do as a Developer" to its website, providing general information on stormwater management during construction, including required sediment and erosion control measures, to prospective developers and contractors. The flyer is available at this location: <https://www.townofsalemnh.org/engineering/pages/public-education-outreach>

Targeted Audience: Developers/Contractors (construction)

Responsible Department/Parties: Engineering Division, Planning & Community Development

**Measurable Goal(s):**

This pamphlet was made available to a wide audience by posting it to the Town's stormwater public education web page. The web page was viewed 54 times during the reporting period.

Message Date(s): FY2022

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:Website****Message Description and Distribution Method:**

The Health Division maintains a comprehensive web page dedicated to septic system installation and maintenance. It provides information regarding how often septic systems should be inspected and pumped, the environmental impacts associated with septic system failures, and what materials should not be discharged to the plumbing system as they can have a negative impact on septic systems. There is also a separate link to EPA's web page - "Do Your Part, Be Septic Smart", which provides information on septic system maintenance.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Division, Health Division

**Measurable Goal(s):**

This information is available to all residents with septic systems, not just those property owners located in the catchments tributary to water bodies impaired for bacteria. The information is available at this location:  
<https://www.townofsalemnh.org/health-division/pages/septic-systems>

Message Date(s): FY2022

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP:Brochures/Factsheets****Message Description and Distribution Method:**

The Town maintains five (5) separate fliers/brochures from the NHDES, which cover winter maintenance best management practices regarding anti-icing, calibration, prewetting, storage and maintenance, and salt application and tracking.

Targeted Audience: Businesses, Institutions and Commercial Facilities, Industrial Facilities

Responsible Department/Parties: Engineering Division, DPW

Measurable Goal(s):

The materials are all posted to the Town's stormwater public education web page. The web page was viewed 54 times during the reporting period.

Message Date(s): FY2022

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:Brochure/Factsheet**

Message Description and Distribution Method:

The Town maintained a flier focusing on stormwater pollution prevention for industrial facilities on the Town's website.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Engineering Division

Measurable Goal(s):

The flier was posted to the Town's stormwater public education web page. The web page was viewed 54 times during the reporting period.

Message Date(s): FY2022

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:Flyer/Newspaper**

Message Description and Distribution Method:

The Town posted stormwater information in the April 2022 and May 2022 editions of the Town Hall Times. Information related to pet waste, leaf litter, and lawn maintenance were included.

Targeted Audience: Residents

Responsible Department/Parties: Engineering Divison

**Measurable Goal(s):**

This information was made available to a wide audience by posting it in the Town Hall Times.

Message Date(s): April/May 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:

[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 updated their SWMP to reflect progress made during Permit Year 4 and posted the updated document to its website at the link provided on the first page of this report. The Town plans to continue to maintain the SWMP on the Town's website. The Town also posts their Annual Reports to EPA on the Town's website, and also makes their SWMP available at Town Hall and at the DPW Facility.

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:**

Salem continued to provide multiple opportunities for public involvement during the reporting period. The Town held its annual Household Hazardous Waste Day in October 2021 and collected over 6,000 pounds of hazardous material that may have otherwise been disposed of improperly. Materials collected include pesticides, aerosols, antifreeze, engine oil, paint, and various kinds of batteries. The disposal manifest for the hazardous materials collected is included in the SWMP.

The Municipal Services Department hosted and participated in a community-wide roadside litter clean-up event in April 2022. As part of the clean-up, paper, cans, bottles, batteries, glass, cardboard, tires, hypodermic needles, car parts, and construction materials were collected and disposed of properly.

The Town also continued its mandatory recycling program and 1859.56 tons of recycling were collected during the reporting period. The Town continued to maintain a public works hotline on the Town's website to respond to work order requests.

Rain barrels were made available for residents to purchase during the 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: 0

Number of SSOs removed: 0

### MS4 System Mapping

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

During the reporting period, the Town was able to refine their MS4 system mapping as needed as a result of the catchment investigations that were conducted.

### 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: 9

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

Percent of outfalls screened: 100

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

Dry weather screening of outfalls and interconnections was completed during Permit Year 3. Nine outfalls were screened during wet weather in Permit Year 4.

### 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: 5

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

Percent of total catchments investigated: 2.3

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

The Town investigated 28 catchments during Permit Year 4, however there were only 5 catchments where both catchment investigations and wet weather outfall sampling were completed in Permit Year 4. Per the permit, the Town is only reporting that catchment investigations are complete in catchments where outfalls/interconnections have been screened during dry weather, where key junction manholes in these catchments have been screened, and where wet weather sampling has been completed, and where all results indicated no evidence of likely sewer input based on field observations and sampling. Catchment investigation data attached to this report includes all the investigations completed during 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 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: 1

Number of illicit discharges removed: 1

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: 1

Total number of illicit discharges removed: 1

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

Although sampling showed likely sewer input in some instances, there was only one confirmed illicit discharge that was identified and removed during Permit Year 4. The Town will continue to investigate and work to confirm sources of illicit discharges in Permit Year 5.

### **Employee Training**

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

A training on the Town's IDDE program and Good Housekeeping/Pollution Prevention measures, which included SWPPP requirements for the DPW Facility and the Transfer Station, were conducted on April 27, 2022. Thirteen town employees attended the training. This training covered the purpose of the IDDE program, including how to identify illicit discharges and SSOs. It also covered good housekeeping procedures and the impact those procedures have on reducing pollutants in stormwater runoff from municipal activities and facilities.

### **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: 342

Number of inspections completed: 484

Number of enforcement actions taken: 0

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

The numbers provided for site plan reviews and inspections cover all projects town-wide, including those projects that disturb less than one acre.

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

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

The Town has drafted updates to their existing municipal code which governs stormwater management to comply with the post-construction stormwater runoff control requirements of the

Date update was completed (due in year 3):

permit. The Town plans to bring these regulatory updates before the Select Board for approval in Permit Year 5. The impacts of Covid-19 have delayed the adoption process, and due to the Town's commitment to adopting and implementing a comprehensive stormwater management regulatory framework, it took additional time to ensure that all municipal departments are in agreement on the language to be incorporated that will not only meet permit requirements, but the Town's stormwater management needs going forward.

### **As-built Drawings**

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

Number of as-built drawings received: 35

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

The numbers provided for as-builts received covers all projects town-wide, including those projects that disturb less than one acre.

### **Retrofit Properties Inventory**

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

Department of Public Works - 21 Cross Street  
Transfer Station - 101 Shannon Road  
Town Hall - 33 Geremonty Drive  
Police Department - 9 Veterans Memorial Pkwy  
Fire Department - 152 Main Street

## **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: 659

Number of catch basins cleaned: 659

Total volume or mass of material removed from all catch basins: 216 cubic yards

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

Total number of catch basins: 4,948

*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 Town continues to work to develop their Catch Basin Optimization Plan as new data becomes available. The Town is working to incorporate this year's data to analyze and prioritize cleaning of catch basins where the sumps are filling more quickly to ensure that sumps are never more than 50% full.

## **Street Sweeping**

*Report on the number of miles swept during this reporting period below.*

Number of miles cleaned: 415

*Report either the volume or weight of street sweeping materials collected during this reporting period below.*

Volume of material removed: 433 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: 8

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

Four (4) site inspections were completed during the reporting period at the DPW facility and at the Transfer Station for a total of eight (8) inspections. There were minimal corrective actions taken at these facilities. The Town continues to work on a DPW Feasibility Study that includes site-wide improvements that would address items identified as part of the Town's Stormwater Pollution Prevention Plan for this facility.

## **Additional Information**

### **Monitoring or Study Results**

*Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.*

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

### **Additional Information**

*Optional:* Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

### **COVID-19 Impacts**

*Optional:* If any of the above year 4 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

### **Activities Planned for Next Reporting Period**

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 5 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

### **Annual Requirements**

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program

- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)
- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

Provide any additional details on activities planned for permit year 5 below:

The Town has drafted updates to their existing municipal code which governs stormwater management to comply with the post-construction stormwater runoff control requirements of the permit. The Town plans to bring these regulatory updates before the Select Board for approval in Permit Year 5. The impacts of Covid-19 have delayed the adoption process, and due to the Town's commitment to adopting and implementing a comprehensive stormwater management regulatory framework, it took additional time to ensure that all municipal departments are in agreement on the language to be incorporated that will not only meet permit requirements, but the Town's stormwater management needs going forward.

## 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: Christopher A. Dillion

Title: Town Manager

Signature:



Date:



*[Signatory may be a duly authorized representative]*