

**Year 2 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: July 1, 2019-June 30, 2020**

*\*\*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, 2019 and June 30, 2020 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>

<b>Impairment(s)</b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input checked="" 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 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 2 Requirements

- Completed Phase I of system mapping
- Developed a written catchment investigation procedure and added the procedure to the SWMP
- Developed written procedures to require the submission of as-built drawings and ensure the long term operation and maintenance of completed construction sites and added these procedures to the SWMP
- Enclosed or covered storage piles of salt or piles containing salt used for deicing or other purposes
- Developed written operations and maintenance procedures for parks and open space, buildings and facilities, and vehicles and equipment and added these procedures to the SWMP
- Developed an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment and added this inventory to the SWMP
- Completed a written program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Developed written SWPPPs, included in the SWMP, for all of the following permittee owned or operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater

*Optional:* If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 2 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:

Year 2 requirements have all been completed as of the submission of this report. However, some were delayed past June 30, 2020 due to impacts from COVID-19.

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:
 

[http://foxboroughma.gov/departments/highway/stormwater\\_management](http://foxboroughma.gov/departments/highway/stormwater_management)
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- Provided training to employees involved in IDDE program within the reporting period
- All curbed roadways were swept at least once within the reporting period
- Updated outfall and interconnection inventory and priority ranking as needed

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

SSO Inventory can be found in Appendix F of the Stormwater Management Program (June 30, 2020).

**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:

**Nitrogen** (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) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release 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)

*Potential structural BMPs*

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was

estimated consistent with Attachment 1 to Appendix H. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen 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:

Nitrogen Source Identification Report will be completed by Year 4 and Potential Structural BMPs will be completed by Year 5 as required in Appendix H Section I.

**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)

*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:

Phosphorus Source Identification Report will be completed by Year 4 and Potential Structural BMPs will be completed by Year 5 as required in Appendix H Section II.

**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
- 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:

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

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### 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:

We have updated our Stormwater Management Program to reflect the Massachusetts Year 2016 Integrated List of Waters, approved December 2019. The new list identified changes in impairments and segmentation. The added and removed impairments to categories 4 and 5 waters are identified in Appendices 2 and 3 of the 2016 list. An abridged table of relevant receiving waters with updated impairments has been added to the page 5 of the SWMP. An example of one such change is the Neponset River (73-01) which added: DDT in Fish Tissue, Nutrient/Eutrophication Biological Indicators and removed: DDT, Excess Algal Growth, Sedimentation/Siltation, TSS, Turbidity,

## Part IV: Minimum Control Measures

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

### MCM1: Public Education

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

Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

#### **BMP: Maintain Educational Website**

Message Description and Distribution Method:

Maintained a comprehensive educational website to serve the Neponset Stormwater Partnership service area as a primary resource for key information for all four target audiences.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Achieve at least unique 500 site visits every year. This year, there were 3,562 site visitors and 5,614 unique page views.

Message Date(s):

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

#### **BMP: Operate Stormwater Hotline**

Message Description and Distribution Method:

Operated a regional "stormwater hotline" to field questions and problem reports regarding stormwater from across the region. Responses were collected via a website form hosted at yourcleanwater.org, via email submissions to stormwater@neponset.org, and phone calls to 781-575-0354 x 300. Responses included answers to questions, additional information or follow up investigation, and/or referral of inquiries/reports to the appropriate municipalities as appropriate. Anonymity of inquiries was maintained as requested.

Targeted Audience:

Responsible Department/Parties:



## Measurable Goal(s):

Provide immediate answers to inquiries generated by regionalized outreach activities. Eight contacts were made to the stormwater hotline this year.

Four were general concerns about pollution sources or water quality issues that were forwarded to the corresponding town.

Another call related a specific concern about a local pollution source. NepRWA was able to launch a small-scale outreach campaign addressing the concern, while also passing the report along to the corresponding town for any further follow-up.

One call requested further explanation after water quality monitoring results were published in a local paper. NepRWA provided a detailed explanation while also connecting the caller to stormwater officials in their town.

Lastly, two calls requested that NepRWA provide a presentation to their group focusing on information in a recent outreach pieces (both callers were from the same group). NepRWA presented to the group (Westwood Garden Club) on October 24, 2019. The event was attended by approximately 30 people.

Message Date(s): Ongoing since May 1, 2018

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: Distribute Pet Waste Information With Dog Licenses**

#### Message Description and Distribution Method:

Educational “rack cards” regarding proper pet waste disposal were printed and provided to town clerks’ offices in member towns to include with dog license renewal requests, either in person or via mail. In towns where online renewal is either available or the only renewal method offered, online graphics that link to the pet waste page of the NSP website were provided. Posters, which were also used last year, were determined to be ineffective since many of the dog license renewals are completed by mail. All NSP municipalities participated. The following distribution numbers were based on the number of licensed dogs per NSP town. The number of rack cards distributed correlated to the number of dogs licensed per town to ensure all dog owners received the message, although some towns had leftover cards from last year.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

#### Measurable Goal(s):

Participation by 100% of Town Clerks in order to reach 80% of dog owners annually with pet waste management information. Over the 5-year permit period achieve a reduction in the number of pet waste bags found when cleaning catch basins in the member communities that track this information. A total of 11,700 cards were printed and distributed to Town Clerks. These cards, along with some leftover cards from the

previous year, combined for a total of 14,000 cards for an estimated population of 16,100 dogs (estimated 87% reached).

Message Date(s): Materials were distributed to Town Clerks in December 2019 and disseminated to dog owners over the next several months.

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: Summer Pet Waste Campaign**

Message Description and Distribution Method:

Prepared a social media campaign directed at the proper disposal of pet waste consisting of social media posts, flyers/posters, and informational postcards. The social media materials were posted to the Neponset River Watershed Association's Facebook and Twitter Accounts and Neponset Stormwater Partnership member communities were asked to "share/retweet" it on their own Facebook and/or Twitter accounts. The pet waste section of the NSP website was updated and electronic copies of the campaign flyer/poster and informational postcard was provided for towns to print and use during public events or post on their websites. The social media posts were shared on Town-run accounts.

Targeted Audience: Residents, Businesses, Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by 100% of NSP communities and reach to at least 1,000 people in the NSP region through social media. All NSP communities participated by redistributing one or more of the campaign materials, or by using previously prepared materials, with most communities participating in multiple distribution methods. A total of 8,996 people were reached through Facebook, with an additional 4,462 people reached through Twitter.

Message Date(s): August 15-21, 2019

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: Fall Leaf Waste Campaign**

Message Description and Distribution Method:

Prepared a social media campaign directed at the proper disposal of leaf waste consisting of two social media posts each to Facebook and Twitter and an informational flyer/poster. The social media messages were posted to the Neponset River Watershed Association's Facebook and Twitter Accounts and Neponset Stormwater

Partnership member communities were asked to “share/retweet” it to their own Facebook and/or Twitter accounts. The leaf and yard waste section of the NSP website was updated with detailed local information on yard waste disposal options. An electronic copy of the leaf campaign flyer/poster was provided for towns to use during public events or to post on their websites. The social media posts were shared on the Town’s Facebook and Twitter accounts. Information was also posted on the Town’s website.

Targeted Audience: Residents, Businesses, Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by 100% of NSP communities and reach to at least 1,000 people in the NSP region through social media. All NSP communities participated by redistributing one or more of the campaign materials, or by using previously prepared town materials, with most communities participating in multiple distribution methods. The four social media posts (two on Facebook and two on Twitter) reached a total of 16,408 people through Facebook and 6,378 people through Twitter.

Message Date(s): October 10, 2019 and October 24, 2019

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 Fertilizer and Grass Clipping Campaign**

Message Description and Distribution Method:

Prepared an outreach campaign regarding proper use (or abstention from use) of fertilizer consisting of social media posts and an interactive “fertilizer calculator” on the NSP website. Social media posts were made on the Neponset River Watershed Association’s Facebook and Twitter Accounts and Neponset Stormwater Partnership member communities were asked to “share/retweet” it to their own Facebook and/or Twitter accounts. The fertilizer and lawn care section of the NSP website was updated, and a new webpage was created to host a “fertilizer calculator” that allows a user to enter several pieces of information and returns a suggested fertilizer application rate based on guidance from the NEIWPC Northeast Voluntary Turf Fertilizer Initiative. No physical materials (flyers, posters, etc.) were produced for this campaign as most Town Halls and municipal events were closed/cancelled due to COVID. The social media post was shared on the Foxborough Conservation Commission Facebook account.

Targeted Audience: Residents, Businesses, Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by 100% of NSP communities and reach to at least 1,000 people in the NSP region through social media. All NSP communities participated by redistributing one or more of the campaign materials with most communities participating in multiple distribution methods. A total of 4,704 people were reached through Facebook, with an additional 3,132 people reached through Twitter.

Message Date(s): April 23, 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP: Paid Facebook Advertising**

Message Description and Distribution Method:

A Facebook advertising campaign mimicking one of the regular social media outreach campaigns was piloted tested. Facebook ads regarding proper fertilizer use were designed for every participating community (Canton, Dedham, Foxborough, Medfield, Milton, Randolph, Sharon, Stoughton, and Westwood). These ads were nearly identical to the educational posts designed as part of the Spring outreach activity (Public Education BMP 6). The ads were set up to be shown to pertinent groups in each town. For example, this ad targeted homeowners that were at least 25 years old. Results of the pilot test's reach were then compared to the reach of the previous social media post on the same topic to determine if Facebook ads are a viable option for future outreach.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Conduct a pilot test of Facebook advertising and compare the reach results to the analogous social media outreach post. The ad ran for 12 days reached approximately 61,776 people, compared to the original social media post that reached 4,704 people. The ad also generated 1,229 clicks through to the NSP's fertilizer and yard waste management page. It was determined that Facebook ads were a useful tool for outreach and may be used in conjunction with the regular outreach campaigns in the future. However, it may be more effective to distribute the available ad budget for each town across several campaigns (leaves, dog waste, fertilizer) rather than concentrating them on a single campaign. This will be an area for further experimentation in the future.

Message Date(s): June 19 – June 30, 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP: School Outreach Program**

Message Description and Distribution Method:

Prepared a hands-on watershed education curriculum for 4th or 5th grade students. Curriculum covered drinking water and stormwater infrastructure, local water resources, wastewater systems, water conservation, and stormwater pollution prevention techniques, and incorporated slides, videos, models, and hands-on activities. Curriculum was designed and adapted with input from teachers in participating schools and aligned with the MA 5th grade science curriculum standards. The program was delivered at the individual classroom

level over the course of one (Quincy) or two (Foxborough, Milton, Canton, Sharon, Stoughton, Dedham and Westwood), 60-minute visits by a watershed educator. The educator also provided students with a water use / pollution prevention checklist and summary of the program for students to take home and review with their families. In addition to the elementary program a limited number of high school level programs were conducted in Norwood and Canton, wherein the watershed educator visited several times with art or media classes to educate them about stormwater and engage them in creating original artwork or outreach materials of their own design that are then shared with the community. Canton students designed, built, and painted rain barrels for auction and Norwood students worked on educational posters. Due to the spring 2020 COVID restrictions, schools were shut down and some scheduled school visits during this period could not occur. In lieu of these visits, the educator created digital materials for teachers to use in their virtual classrooms.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach at least 80% of households with 4th or 5th grade children in participating communities, and 100% positive feedback from participating classroom teachers. During the 2019-2020 school year a total of 107 classrooms were visited once and 49 classrooms were visited twice, representing 79% of total 4th or 5th grade classrooms in the participating communities and an estimated 2,000 families. The COVID pandemic and subsequent school shut down prevented educators from completing all visits as scheduled. Online materials were viewed over 400 times for use in virtual learning situations. Feedback from teachers has been positive on both the in-class presentation and the online materials.

Message Date(s): September 2019 through June 2020 (school year)

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP: Regional Education Mailing**

Message Description and Distribution Method:

An educational mailing was prepared and mailed to all addresses in participating communities. The mailing was an 11x17 trifold brochure that highlighted general stormwater pollution prevention tips. The mail piece referenced key information on fertilizer, pet waste, yard waste, and litter and referred readers to additional information available at yourcleanwater.org and the stormwater hotline. The mailing was distributed to all business and residential addresses in the participating communities (Avon, Canton, Dedham, Foxborough, Medfield, Milton, Randolph, Sharon, Stoughton and Westwood) totaling approximately 86,000 mailing addresses in all.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach 100% of addresses in participating towns, including those who do not use social media or follow town government communication channels. 100% of addresses in the target area were reached, including all

businesses, residential addresses, and PO Boxes (86,000 addresses total).

Message Date(s): June 5, 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP: Outreach to Septic System Owners**

Message Description and Distribution Method:

Prepared an outreach campaign directed at all septic system owners in member communities. Effective outreach was designed to be efficiently delivered to the target audience. The campaign was carried out in different ways in different towns, depending on the prevalence of septic systems within the town. In Canton, Foxborough, Medfield, and Stoughton, septic systems are relatively common, so a rack card was designed and sent to all addresses in the town as a bill stuffer. In Dedham, Milton, Norwood, Quincy, Randolph, and Westwood, septic systems are much less common, so a postcard was designed and sent to all properties that utilized a septic system, according to the records kept by each town's Board of Health. In Sharon, septic is also nearly universal, and an edition of the Water Department quarterly newsletter was prepared with a septic theme and distributed to all water service customers. All outreach pieces (the rack card, the postcard, and the newsletter) contained similar information regarding the care and maintenance of septic systems.

Targeted Audience: Septic System Owners

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach 100% of known septic systems in member communities. 1,317 postcards were mailed directly to addresses where septic systems are present. 36,421 rack cards were included as bill stuffers and sent to all residents in towns where septic systems are common. Lastly, a town-wide, septic-themed newsletter was sent to all residents of Sharon. These methods reached 100% of the known septic systems in each town.

Message Date(s): March 2020 (various specific dates depending on outreach method, billing cycle, etc.)

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: "Problem Area" Outreach**

Message Description and Distribution Method:

Prepared specific, targeted outreach campaign designed to correct known stormwater pollution issues in particular areas. The list of "problem areas" was compiled from the knowledge of Town officials as well as communications via the stormwater hotline. The best method to address many issues was determined to be

storm drain marking, which is described in the Public Education BMP 12. One issue that was reported on the hotline this year regarded concern over the residents' treatment of a wetland area along Atherton Street in Milton, including issues with yard waste, pet waste, and chemical lawn treatments. This was addressed through an educational mailer to all residents in the vicinity that included a letter to each identified address describing the issue and a specifically-designed outreach piece that contained stormwater pollution prevention tips that were pertinent to the issues reported by the caller. The letter and outreach were sent to 8 residences.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Respond to identified "problem areas" with methods designed to correct specific pollution-generating behaviors. Responded to one issue that was reported through the hotline via direct outreach. Several other "problem areas" were identified but were not easily addressed through traditional outreach. Instead, these will be addressed through the storm drain marking program (Storm Drain Marking BMP 12 below).

Message Date(s): September 19, 2019

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: Storm Drain Marking**

Message Description and Distribution Method:

A program through which volunteers are able to mark storm drains with educational messages was piloted this year, with a full launch planned for the following year. The program will consist of providing volunteers with all materials and information they need to carry out the task. Aluminum medallions will be attached to the curb or pavement adjacent to storm drains using construction adhesive. The medallions have one of 3 messages "No Dumping, Only Rain in the Drain," "Drains to Neponset," or "No Dumping, Drains to Ocean." Additional medallion variations such as "Drains to Charles" may be developed as the program ramps up. Volunteers will be able to pick the areas they'd like to mark, but will be encouraged to pick areas with high pedestrian traffic or areas with known issues that can be addressed by storm drain marking (such as a high prevalence of improper pet waste disposal). Records of which catch basins have been marked will be maintained by the NSP.

Targeted Audience: Residents, Businesses, and Institutions

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Conduct a pilot project for the storm drain marking activity. The pilot test was completed on June 24, 2020. Tweaks were made to the program and associated instructions based on feedback. These changes will be finalized, and the program will be opened to the public in the next permit year.

Message Date(s): Pilot test completed on June 24, 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: Think Blue “Fowl Weather” Video**

Message Description and Distribution Method:

Partnered with MA Statewide Municipal Stormwater Coalition to secure MassDEP grant funding to distribute “Fowl Weather” advertising campaign, which helps viewers visualize how motor oil, pet waste, and trash become stormwater pollution. The campaign was operated on Facebook, Instagram, and YouTube.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach a significant portion of the NSP service area population with a stormwater awareness message in a highly engaging format. A total of 504,123 people in the NSP service area were reached via 260,039 Facebook/Instagram “impressions.” Via YouTube, there were 244,084 impressions. A survey found that 17% of respondents recalled seeing the campaign in past years, which is continuing an upward trend from 8% and 15% in 2018 and 2019, respectively.

Message Date(s): May 16 to June 5, 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: Regional Water Quality Forum**

Message Description and Distribution Method:

Organized an evening public presentation on data from the 2019 Volunteer Water Quality Monitoring Program (Public Participation BMP 2). The presentation covered the results from the 2019 sampling season and how they fit into the broader context of long-term water quality trends in the watershed. Also discussed were remaining challenges facing various waterways in the Watershed, and actions individuals can take to address those challenges. The event was held at the Canton Public Library, was publicized across the entire NSP service area and drew attendees from numerous communities. In addition, the presentation was broadcasted on the local cable news network and a link to the recording was shared on social media. Canton, Dedham, Westwood, Foxborough and Milton participated in this task.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership



## Measurable Goal(s):

Deliver detailed site-specific water quality data to interested residents and local officials in addition to general “how to” information for broader audiences. Presenters estimated 50 people in attendance for the presentation, however only 29 names were captured on the sign-in sheet.

Message Date(s): February 6, 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: Regional Water Quality Data Reports and Press Releases**

## Message Description and Distribution Method:

Organized data from the 2018 Volunteer Water Quality Monitoring Program (Public Participation BMP 2) into town-specific reports and press releases. These materials were provided to each town to aid in the dissemination of the results of the water quality monitoring program to residents and/or the media.

Targeted Audience: Residents, Businesses, Institutions

Responsible Department/Parties: Neponset Stormwater Partnership

## Measurable Goal(s):

Produce materials for each participating town to use in disseminating the results of this year’s water quality monitoring program. A report and press release were each prepared for all 5 participating towns (Canton, Dedham, Foxborough, Milton, and Westwood).

Message Date(s): July 2019

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:**

SWMP is posted on the Town website and is available for public comment and review year round. All comments should be submitted to the Town Engineer for consideration.

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:**

#### Volunteer Water Quality Monitoring Program

Organized a volunteer-based water quality monitoring program with sites in Canton, Foxborough, Milton, Dedham and Westwood located on the Neponset River and/or tributaries of the Neponset River.

Approximately 25 volunteers are involved in the program and it is operated under the terms of a DEP / EPA approved QAPP. The results are used to more meaningfully engage members of the public in implementation of the MS4 program, to better inform municipal IDDE efforts, to track overall progress in restoring stream health and attaining designated uses throughout the watershed, and to provide local data that provides meaningful context for public outreach and education programs.

#### Regional Water Quality Forum

Organized an evening public presentation on the 2019 water quality data collected in the Neponset River Watershed. The presentation covered the results from the 2019 sampling season and how they fit into the broader context of long-term water quality trends in the watershed. Also discussed were remaining challenges facing various waterways in the Watershed, and actions individuals can take to address those challenges. The event was held at the Canton Public Library, was publicized across the entire NSP service area, and drew approximately 29 attendees from numerous communities. In addition, the presentation was broadcasted on the local cable news network and a link to the recording was shared on social media.

## 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

Below, check all that apply.

The following elements of the Phase I map have been completed:

Outfalls and receiving waters

- Open channel conveyances
- Interconnections
- Municipally-owned stormwater treatment structures
- Waterbodies identified by name and indication of all use impairments
- Initial catchment delineations

*Optional:* Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

### **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.*

- 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:

### **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.*

- 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:

### **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.*

- 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:

Runoff from vehicle washing at a chemical toilet business was discharging to detention basin and overflowing to municipal drainage. Plan submitted to reconstruct conformant washing areas has been approved.

### **Employee Training**

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

Town Engineer attended annual IDDE training provided by Neponset Stormwater Partnership.

### **MCM4: Construction Site Stormwater Runoff Control**

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period.***

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

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

### **Ordinance or Regulatory Mechanism**

*Below, select the option that describes your ordinance or regulatory mechanism progress.*

- Bylaw, ordinance, or regulations are updated and adopted consistent with permit requirements
- Bylaw, ordinance, or regulations are updated consistent with permit requirements but are not yet adopted
- Bylaw, ordinance, or regulations have not been updated or adopted

### **As-built Drawings**

Describe the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites:

Our stormwater bylaws and regulation require a certified as-built plan be submitted with the final report.

### **Street Design and Parking Lots Report**

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

We have not commenced working on this requirement at this time. Will be completed by Year 4.

### **Green Infrastructure Report**

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

Will be completed by Year 4. Stormwater Bylaw follows Mass DEP Stormwater Handbook.

**Retrofit Properties Inventory**

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

We have identified at least two BMP opportunities. One BMP, a CONTECH jellyfish filter designed to removed Phosphorus, Nitrogen and other pollutants, is scheduled to be installed on Edwards Road mid August. This will treat water discharging to the Neponset Reservoir.

**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:

All catch basins were cleaned and measurements were taken post cleaning. This year, contractors performing annual cleaning will be given a mobile form to record sediment depth. All catch basins with sumps more than 50% full will have cleaning frequency increased until less than 50% sump fullness is maintained.

**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:

**O&M Procedures and Inventory of Permittee-Owned Properties**

*Below, check all that apply.*

The following permittee-owned properties have been inventoried:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

The following O&M procedures for permittee-owned properties have been completed:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

**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 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 2 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 3 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Inspect all outfalls/ interconnections (excluding Problem and Excluded outfalls) for the presence of dry weather flow
- Complete follow-up ranking as dry weather screening becomes available

### **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 uncurbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- 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

Provide any additional details on activities planned for permit year 3 below:

## Part V: Certification of Small MS4 Annual Report 2020

### 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.

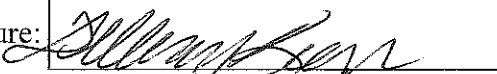
Name:

William Keegan, Jr.

Title:

Town Manager

Signature:



Date:

9/10/2020

*[Signatory may be a duly authorized representative]*