

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:

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 (publicly available 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)			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input checked="" type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
<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.

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:

<https://www.tewksbury-ma.gov/DocumentCenter/View/421/SSO-Inventory-PDF>
- 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:

Chloride

Annual Requirements

Public Education and Outreach

- Included an annual message in November/ December to private road salt applicators and commercial industrial site owners on the proper storage and application rates of winter deicing material, along with the steps that can be taken to minimize salt use and protect local waterbodies

The following type(s) of salt were applied **during this reporting period (year 6):**

- Sodium chloride
- Calcium chloride
- Potassium chloride

- Magnesium chloride
- Brine solution

Total amount of salt applied **during this reporting period (year 6) including units:** 1,438.93 Tons

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 will be working to expand the Chloride Reduction Plan to include the area tributary to the Concord River in PY7.

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)

Structural BMPs

- Installed a structural BMP as a demonstration project within the drainage area of the water quality limited water or its tributaries. The type of BMP installed is (*e.g. biofiltration*):

Infiltration Structure

- 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.

- No BMPs were installed
- The above referenced BMP information is attached to the email submission
- The above referenced BMP information can be found at the following publicly available website:

Total estimated phosphorus removed in **lbs/year** from the installed BMPs: 0.207

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:

Installed new Deep Sump Catch Basins connected to adjacent Leeching Drain Manholes on Hillcrest Road in Tewksbury. The Leeching Drain Manholes infiltrate the stormwater flows and remove phosphorus. Once the Leeching Drain Manholes reach their capacity, the stormwater flows will be conveyed further downstream via a separate pipe in the catch basin that has an invert set 3" higher than the pipe invert to the Leeching Drain Manhole.

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 Town has made changes to their list of outfalls, receiving waters and impairments since the NOI was originally submitted. These changes are a result of mapping updates made during outfall inspections and catchment investigations, and are reflected in the Catchment Ranking Matrix and SVF Analysis. The updated documents can be found at the following link:

<https://www.tewksbury-ma.gov/262/Tewksbury-Illicit-Discharge-Detection-Di>

The Final Massachusetts Integrated List of Waters for the Clean Water Act 2022 Reporting Cycle was approved on June 30, 2023, and included minor changes to some of the Town's impaired waters. The Concord River (MA82A-08) now lists chloride as an impairment that requires the development of a TMDL. The rest of the change have not altered permit compliance request for any of the Town's outfalls or interconnections.

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: Dedicated Page on Town's Website

Message Description and Distribution Method:

The Town's website has a dedicated URL address that contains all information to residents about the Stormwater Management Program, public outreach messages, links, and important documents for public viewing.
<https://www.tewksbury-ma.gov/stormwater>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Town's Stormwater Website was visited 805 times (488 Unique Visitors) over the permit year (including subpages). All of the public awareness messages, brochures, mailings, and TV PSAs include a link to our dedicated web page.

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: "All About Stormwater" Brochure Distribution

Message Description and Distribution Method:

The Town designed its own town specific Tri-fold brochure "All About Stormwater" which is available for download and viewing on the stormwater website and is distributed at displays at following public buildings:

- Library
- Town Hall
- Town Hall Annex
- Department of Public Works

The Town also distributes the brochure at all Community Events and Presentations as needed

Link To View Brochure:

<https://www.tewksbury-ma.gov/DocumentCenter/View/370/All-About-Stormwater-Brochure-PDF?bidId=>

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Approximately 100 copies printed and distributed throughout the permit year.

Message Date(s): July 1, 2023 to June 30, 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: Alternatives and Tips for De-Icing Public Awareness Message

Message Description and Distribution Method:

Public Awareness Message about Alternatives for De-Icing At Your Home of Business. The message was distributed town-wide on our website, posted to social media and broadcast through the Town's local access TV station.

Link to Messages Text:

<https://www.tewksbury-ma.gov/264/Stormwater-Public-Awareness-Messages>

Link to Youtube Channel Playlist:

<https://www.youtube.com/playlist?list=PLiF6fIt8vwqz4gbA4C4mr2U1-EWYDJ6Z>

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: Engineering

Measurable Goal(s):

Broadcast approximately 1,100 times on the Town's local access TV station.

Message Contained Link to Town's Dedicated Web page

Message Date(s): December 4, 2023 - Social Media/Website
July 1, 2023 to June 30, 2024 - Town Public Access TV

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:

For a more effective public awareness campaign, the Town has designed a series of Public Awareness Messages to be distributed on an annual basis through social media and local access TV.

BMP:Lawn Maintenance and Yard Waste Tips Public Awareness Message

Message Description and Distribution Method:

Public Awareness Message for Lawn Maintenance and Yard Waste Tips. Includes Leaf pick up options, exterior cleaning, and fertilizer use tips. The message was distributed town-wide on our website, posted to social media, and broadcast though the Town's local access TV station.

Link to Messages Text:

<https://www.tewksbury-ma.gov/264/Stormwater-Public-Awareness-Messages>

Link to Youtube Channel Playlist:

<https://www.youtube.com/playlist?list=PLiF6fIt8vwqz4gbA4C4mr2U1-EWYDJ6Z>

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Broadcast approximately 925 times on the Town's local access TV station.

Message Contained Link to Town's Dedicated Web page

Message Date(s): November 6, 2023 & May 14, 2024 - Social Media/Website
July 1, 2023 to June 30, 2024 - Town Public Access TV

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:

For a more effective public awareness campaign, the Town has designed a series of Public Awareness Messages to be distributed on an annual basis through social media and local access TV.

BMP:Septic Systems Maintenance Public Awareness Message

Message Description and Distribution Method:

Public Awareness Message for Septic Systems Maintenance. The message was distributed town-wide on our website, posted to social media, and broadcast though the Town's local access TV station.

Link to Messages Text:

<https://www.tewksbury-ma.gov/264/Stormwater-Public-Awareness-Messages>

Link to Youtube Channel Playlist:

<https://www.youtube.com/playlist?list=PLiF6fIt8vwqz4gbA4C4mr2U1-EWYDJ6Z>

Targeted Audience: Residents

Responsible Department/Parties:

Measurable Goal(s):

Broadcast approximately 1,200 times on the Town's local access TV station

Message Contained Link to Town's Dedicated Web page

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:

For a more effective public awareness campaign, the Town has designed a series of Public Awareness Messages to be distributed on an annual basis through social media and local access TV.

BMP: Pet Waste Disposal Public Awareness Message

Message Description and Distribution Method:

Public Awareness Message for Pet Waste Disposal. The message was distributed town-wide on our website, posted to social media, and broadcast through the Town's local access TV station.

Link to Messages Text:

<https://www.tewksbury-ma.gov/264/Stormwater-Public-Awareness-Messages>

Link to YouTube Channel Playlist:

<https://www.youtube.com/playlist?list=PLiF6fIt8vwqz4gbA4C4mr2U1-EWYDJ6Z>

A message is included in the text of all new and renewed dog permits administered by the Town Clerk.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

2,596 Dog Permits were issued in Calendar Year 2023 that were included the Pet Waste Disposal Public Awareness Message.

Broadcast approximately 770 times on the Town's local access TV station.

Message Contained Link to Town's Dedicated Web page

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:

For a more effective public awareness campaign, the Town has designed a series of Public Awareness Messages to be distributed on an annual basis through social media and local access TV.

BMP: Licensed Drain Layers Construction Site BMPs Mailing

Message Description and Distribution Method:

A list of Stormwater Best Management Practices (BMPs) for Construction Sites were distributed via US mail to all Licensed Drain Layers. Licensed Drain Layers work on water, sewer excavation, and site work at residential/commercial developments.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Engineering

Measurable Goal(s):

Mailed Letter with list of BMPs to the 60 Licensed Drain Layers Contractors

Message Date(s): March 11, 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: Brochure in Annual Consumer Confidence Report (CCR)

Message Description and Distribution Method:

Stormwater Brochure is included the annual Consumer Confidence Report distributed by the Water Treatment Plant about the Town's Drinking water supply that is distribute to entire town, in print and online.

Link to CCR:

<https://www.tewksbury-ma.gov/297/Consumer-Confidence-Reports>

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Consumer Confidence Report (CCR) is displayed on the Town's Website and is distributed to be viewed by every resident and business in town.

Message Date(s): June 1, 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:

[Empty text box]

BMP: PSA Videos on Local Access TV

Message Description and Distribution Method:

Broadcasting of two Stormwater Videos PSAs that were produced by NMCOG on the Town's Local Access TV Station.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

30 Second NMCOG Stormwater PSA aired approximately 1,350 times.

2 Minute NMCOG Stormwater PSA aired approximately 1,300 times.

Message Date(s): July 1, 2023 to June 30, 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:

The Town added a Telemedia Department and Local Access TV after the NOI was submitted.

BMP: Town Wide Direct Mailings

Message Description and Distribution Method:

The Town contracted Spectrum Marketing Co. to design and mailout 4 inch by 6 inch mailers (flyers) to each home and multifamily residency in the Town of Tewksbury. There were two mailings with two different messages and two different designs and include QR Code link to the Town's Stormwater Web Page.

See below for dates and links to mailer (flyer):

"Tips for De-Icing at Your Home and/or Business"

Mailed on November 28, 2023

12,709 Homes

<https://www.tewksbury-ma.gov/DocumentCenter/View/367/All-About-Stormwater-Flyer-Town-Wide-Mailer-PDF?bidId=>

"Please Pick Up After Your Pets"

Mailed on April 22, 2023

5,351 Homes (Pet Owners Only)

<https://www.tewksbury-ma.gov/DocumentCenter/View/2492/Pet-Waste-Disposal-Flyer-PDF>

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):
SEE ABOVE

Message Date(s): SEE ABOVE

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:
Added the direct marketing mailing strategy to reach more residents.

BMP: Dedicated YouTube Video Playlist

Message Description and Distribution Method:
The Town with the assistance of the Telemedia Department has compiled all it's stormwater related videos to one YouTube playlist. There are currently 13 Videos that include PSA's, presentations and trainings.

Link To Video Playlist:
<https://www.youtube.com/playlist?list=PLiF6fIt8vwqz4gbA4C4mr2U1-EWYDJ6Z>

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):
There are currently 13 Videos with 503 Total Plays
Serves as public access page for all our stormwater public outreach video content

Message Date(s): Since July 1, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:
The Town added a Telemedia Department and Local Access TV with YouTube Channel after the NOI was submitted.

BMP: High School Science Class Presentation

Message Description and Distribution Method:
Engineering Division staff performed a Stormwater classroom presentation for a science class at Tewksbury Memorial High School. This also included a demonstration of EnviroScape Model.

Targeted Audience: Residents (students)

Responsible Department/Parties: Engineering

Measurable Goal(s):

Approximately 20 students participated in the high school science class presentation.

Message Date(s): January 24, 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:

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's SWMP and all related documents are available on the Town's website for public view and contact information is available for comments.

<https://www.tewksbury-ma.gov/260/NPDES-MS4-Stormwater-Documents>

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:**

23 BMPs were installed under Long Pond 319 Non-Point Source Pollution Grant and nine of the BMPs were installed on private property under a license agreement with the Town. Of the 23, six BMP have been adopted by the homeowner which includes a yearly agreement to maintain the BMP to its original capacity and functionality.

A household Hazardous Waste Collection Day was held on June 22, 2024 at the Tewksbury Senior Center.

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

Percent of Phase II map complete:

Optional: Provide additional status information regarding your map:

Our System Map is located online here:

<https://www.tewksbury-ma.gov/DocumentCenter/View/387/Townwide-Stormwater-System-Map-2020-PDF?bidId=>

We have been field verifying our map during outfall and catchment investigations and will be updating our map in the future

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:

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

Percent of outfalls screened:

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

Weston & Sampson completed dry weather screening and sampling during the following dry weather

periods: September 16-18, 2020; September 21-24, 2020; September 29, 2020; October 2, 2020; October 5-9, 2020; October 15, 2020; May 13-14, 2021; May 20-21, 2021; June 1-2, 2021; June 7, 2021; and June 18, 2021. A total of 513 outfalls were screened and sampled during dry weather periods.

Weston and Sampson completed wet weather screening and sampling on the following dates during PY6: 12/8/23 and 3/7/24. A total of 39 outfalls were screened and sampled during wet weather periods.

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:

<https://www.tewksbury-ma.gov/260/NPDES-MS4-Stormwater-Documents>

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:

Of the 513 Catchment Areas, a total 374 (40 in PY4, 175 in PY5, 132 in PY6) have been investigated which equals 73%. The Town sampled 132 outfalls and interconnections during wet weather for the reporting period, and therefore is only reporting that 132 catchment investigations were completed during Permit Year 6. Per the permit, the Town is only reporting that catchment investigations are completed in catchments where outfalls/interconnections have been screened during dry weather, where key junction manholes in these catchments have been screened, where wet weather sampling has been performed, and where all results indicate no likely sewer input based on field observations and sampling. The Town will continue to perform wet weather outfall/interconnection sampling during Permit Year 7. Catchment investigation data referenced above includes all the investigations completed during the reporting period. The 73 percent reflects catchment investigations performed to date regardless of wet weather status.

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:

<https://www.tewksbury-ma.gov/DocumentCenter/View/4144/Illicit-Discharge-Incidents-Master-List-As-of-June-30-2024?bidId=>

Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

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

Total number of illicit discharges identified:

Total number of illicit discharges removed:

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

During Permit Year 6, as part of catchment investigations, 71 samples were collected from catchments with dry weather flow, and one (1) sample was determined to have likely sewer input based on the criteria identified in the 2016 MS4 Permit. The above total illicit discharges do NOT include SSOs, which are included in the previous section and included in a separate tracking spreadsheet. The 20 illicit discharges identified are from non-point sources, such as dog waste or illegal dumping. See Illicit Discharge Incidents Master List (As of June 30, 2023) here: <https://www.tewksbury-ma.gov/DocumentCenter/View/4144/Illicit-Discharge-Incidents-Master-List-As-of-June-30-2024>

Employee Training

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

The Engineering Division staff conducted a 45 minute IDDE training for all employees who participate in field work, site inspections and facilities management on the following dates:

- Monday, May 13, 2024 at 9:30AM @ Main Hall in Town Hall
- Monday, May 20, 2024 at 9:30AM @ Main Hall in Town Hall

Approximately 40 Full Time Employees attended training.

Any employee that could not attend a live session viewed the prerecord training session here: <https://youtu.be/maJ0IDAQpTs>

Northern Middlesex Stormwater Collaborative (NMSC) hosted an IDDE training at the Northern Middlesex Regional Emergency Communications Center in Tewksbury on Tuesday, April 16, 2024.

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: 10

Number of inspections completed: 15

Number of enforcement actions taken: 2

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

[Empty text box for optional information]

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

Ordinance or Regulatory Mechanism

Date update was completed (due in year 3): June 10, 2020

Website of ordinance or regulatory mechanism:

<https://www.tewksbury-ma.gov/DocumentCenter/View/376/Tewksburys-Stormwater-Management-and-Erosion-Control-and-Municipal-Stormwater-Discharge-Bylaws-PDF?bidId=>

As-built Drawings

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

Number of as-built drawings received: 4

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

The Town has as-built requirements in Chapter 19 of the General Bylaw, Site Plan Special Permit Regulations, and Subdivision Rules and Regulations. The Planning Board requires Applicants/Developers to submit an as-built plan. This is a condition of the project approval either through the Site Plan Special Permit or Definitive Subdivision process. As additional assurance, the Applicant/Developer is also required to post a bond to cover the cost of an as-built should they not provide one on their own.

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:

No progress has been made please see report here:

<https://www.tewksbury-ma.gov/260/NPDES-MS4-Stormwater-Documents>

Green Infrastructure Report

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

No progress has been made please see report here:

<https://www.tewksbury-ma.gov/260/NPDES-MS4-Stormwater-Documents>

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):

All properties, locations and BMP types are included in our PSIR Report

<https://www.tewksbury-ma.gov/DocumentCenter/View/4143/Phase-II-PSIR-Report-Tewksbury>

LIST:

Tewksbury Department of Public Works (999 Whipple Road)

Town Hall Campus (1009 Main Street & 11 Town Hall

Tewksbury Public Library (300 Chandler Street)

East Street Athletic Fields (90 Chandler Street)

Open Space on Park Avenue (Across from 15 Park Avenue)

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.

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:

Reminders to facilities managers to keep dumpsters covered at all times and to sweep materials at storage areas.

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):

<https://www.tewksbury-ma.gov/260/NPDES-MS4-Stormwater-Documents>

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.

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:

The Town has an annual Stormwater Detention Pond Rehabilitation Program in which we bid and contract to have the Town owned Detention Ponds (BMPs) cleared of any tree growth and sedimentation. Of the Town owner 53 Detention Ponds, we have rehabilitated 8, thus far.

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:

Richard Montuori

Title: Town Manager

Signature:



Date:

9/25/24

[Signatory may be a duly authorized representative]