

**Year 1 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: May 1, 2018-June 30, 2019**

*\*\*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.*

**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:

Fax 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 and an explanation of why it is not posted on the web:

## Part II: Self Assessment

*First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4.*

**Impairment(s)**

Bacteria/Pathogens     
  Chloride     
  Nitrogen     
  Phosphorus  
 Solids/ Oil/ Grease (Hydrocarbons)/ Metals

**TMDL(s)**

*In State:*

Assabet River Phosphorus     
  Bacteria and Pathogen     
  Cape Cod Nitrogen  
 Charles River Watershed Phosphorus     
  Lake and Pond Phosphorus

*Out of State:*

Bacteria/Pathogens     
  Metals     
  Nitrogen     
  Phosphorus

Clear Impairments and TMDLs

*Next, check off all requirements below that have been completed. By checking each box you are certifying that you have completed that permit requirement fully. If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.*

Year 1 Requirements

- Develop and begin public education and outreach program
- Identify and develop inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
  - The SSO inventory is attached to the email submission
  - The SSO inventory can be found at the following website:
- Develop written IDDE plan including a procedure for screening and sampling outfalls
- IDDE ordinance complete
- Identify each outfall and interconnection discharging from MS4, classify into the relevant category, and priority rank each catchment for investigation
  - The priority ranking of outfalls/interconnections is attached to the email submission
  - The priority ranking of outfalls/interconnections can be found at the following website:
- Construction/ Erosion and Sediment Control (ESC) ordinance complete
- Develop written procedures for site inspections and enforcement of sediment and erosion control measures
- Develop written procedures for site plan review
- Keep a log of catch basins cleaned or inspected
- Complete inspection of all stormwater treatment structures

Annual Requirements

- Annual opportunity for public participation in review and implementation of SWMP
- Comply with State Public Notice requirements
- 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
- All curbed roadways have been swept a minimum of one time per year

**Bacteria/ Pathogens** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach\**

- Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provide 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)*

**Phosphorus** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach\**

- Distribute 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 and phosphorus-free fertilizers
- Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distribute 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*

- Increase 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 Attachment 3 to Appendix F already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the phosphorus
- removal by the BMP consistent with Attachment 1 to Appendix H. Document 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 in each annual report

**Charles River Watershed Phosphorus TMDL**

- Begin Phase 1 Phosphorus Control Plan (PCP)

Use the box below to input additional details on any unchecked boxes above or any additional information you would like to share as part of your self assessment:

- 1) The outfalls and interconnections in Medway have been identified and 18% of the outfalls have been ranked. The DPW will be categorizing and ranking each catchment during Year 2.
- 2) The Town is developing a complete list of all stormwater treatment structures in Town to be inspected and maintained.
- 3) The DPW Office keeps all MS4 documents and would provide public access to them upon request. No requests were made during Year 1. A link to the EPA website with past annual reports will be added to the website during Year 2.
- 4) The DPW Compliance Coordinator is organizing a more comprehensive annual training procedure with associated materials for all staff members involved in the IDDE program for Year 2.
- 5) The DPW Compliance Coordinator is partnering with the Animal Control Department on logistics needed to distribute educational material during issuance or annual renewal of dog licenses. Educational material may also be distributed during the annual rabies clinic hosted by the Town.
- 6) The DPW and Board of Health are collecting and mapping septic system locations and tracking maintenance performed on them. Educational material is posted on the BOH web page but needs to be updated to include information about stormwater and waters of the United States.
- 7) The Town will distribute an annual message in the spring regarding the proper use and disposal of grass clippings and slow-release and phosphorus-free fertilizers.
- 8) The Town will create a document regarding pet waste disposal and will site Town Ordinances and Bylaws where appropriate.
- 9) The Town will distribute an annual message in the fall regarding the proper disposal of leaf litter via the Town's Facebook page.
- 10) The DPW is working towards identifying all structural BMPs listed in Attachment 3 that already exist. These BMPs will be geo-located and added to the MS4 Map. Phosphorus removal in mass per year will be calculated and reported on in the Year 2 Annual Report.
- 11) The Town is reaching out for consulting services on regarding the Phosphorus Control Plan.

### 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:

## 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 the reporting period: 4

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

#### **BMP: "Protect the Source" Outreach**

Message Description and Distribution Method:

The Town developed an Integrated Water Resource Management Plan (IWRMP) to evaluate the Town's water resources and infrastructure and determine how to manage drinking water, wastewater, and stormwater needs holistically. Information about the IWRMP was posted on the Town's Facebook page during Drinking Water Awareness Week and included a link to view the plan on the Town's website.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The Facebook post reached 875 people and 42 people clicked open the link.

Message Date(s): May 9, 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:

This message was an additional measure to what was proposed in the NOI.

#### **BMP: Think Blue Stormwater 101**

Message Description and Distribution Method:

The Town strategically posted a message on Facebook about stormwater after a large rainfall event in September 2018. In the post, the Town included a link to the Think Blue Massachusetts web page where residents could access information about stormwater and how they can protect their water resources.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The Facebook post reached 1,376 people, 156 people clicked on the post to read further, and 2 people shared

the post with others.

Message Date(s): September 18, 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:

This was an additional message than what was included in the NOI. At the time of the NOI, the Town was not aware of the Think Blue Massachusetts education campaign.

### **BMP: Upper Charles River Regional Feasibility Study**

Message Description and Distribution Method:

The Towns of Franklin, Milford and Medway partnered to explore the feasibility of managing stormwater together. An informational postcard explaining what stormwater is and why managing it matters was mailed to all addresses in Medway. The postcard also served as an invitation to two public forums where anyone could come to ask questions or provide comments on the study. The postcard and two meeting update messages were also posted on the Town's Facebook page.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The postcard was mailed to all addresses in Medway. In total across the three separate messages in this measure, the Facebook posts reached 3,333 people, 320 people clicked on the post to read further, 1 person shared the posts, and 16 people liked the posts. One member from the public attended the public forum.

Message Date(s): May 4, May 15, and May 23, 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:

This outreach message was not included in the NOI because the meetings had already occurred.

### **BMP: Clean Water Begins with You**

Message Description and Distribution Method:

The Town customized the Think Blue Massachusetts educational poster sample so that the messaging and images displayed were specific to Medway. The poster was displayed at the DPW booth at the annual Medway Pride Day along with the Think Blue Massachusetts rubber ducky mascot.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

**Measurable Goal(s):**

The DPW booth was staffed by the DPW Director and the DPW Compliance Coordinator who were able to answer questions about stormwater and the Town's Stormwater Management Plan.

Message Date(s): The event date was May 18, 2019. After the event, the poster went on display in the DPW Office.

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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[Add an Educational Message](#)

## MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during the reporting period:

The MS4 Notice of Intent and the Stormwater Management Program was posted on the Town's Department of Public Works web page accompanied by the the staff contact name, contact number, and email. Invitation for public comment and involvement in the Stormwater Management Program will be more explicitly stated in the second permitting year.

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

Describe any other public involvement or participation opportunities conducted during the reporting period:

The Town of Medway participated in an Upper Charles River Regional Feasibility Study regarding stormwater management and public participation in these meetings was solicited through direct mailings and social media. The Town also publicized the annual Town-wide Clean Sweep (held April 27, 2019) and Household Hazardous Waste Day (held May 18, 2019) which are a part of the SWMP. Both of these events had high participation counts.

## MCM3: Illicit Discharge Detection and Elimination (IDDE)

### Sanitary Sewer Overflows (SSOs)

*Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.*



Number of SSOs identified: 0

Number of SSOs removed: 0

*Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since 2013.*

Total number of SSOs identified: 0

Total number of SSOs removed: 0

### **MS4 System Mapping**

Describe the status of your MS4 map, including any progress made during the reporting period:

During the reporting period, 33 additional outfalls were mapped and inspected bringing the total number of identified and mapped outfalls to 380. Also, by using the street view feature on Google Maps, 1023 manholes were pinned and imported into ArcGIS during the reporting period. Lastly, the initial efforts to connect the 2169 identified catch basins to the 1023 manholes and 380 outfalls to make a more comprehensive map began during this period.

### **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: 33

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

Percent of total outfalls screened: 100%

### **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:

Can not undo the selection. No catchment investigations were conducted during this period.

*Below, report on the number of catchment investigations completed during this reporting period.*

Number of catchment investigations completed this reporting period: 0

*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:

Under the 2003 MS4 General Permit, the Town identified 221 catchment areas; however, only 69 of those catchment areas were mapped. No catchment investigations took place during Year 1.

**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:  [UNITS]

*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.*

Total number of illicit discharges identified:

Total number of illicit discharges removed:

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

**Employee Training**

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

The DPW Highway Superintendent has been instructed to track all catch basin cleanings and street sweepings. The DPW Director, DPW Deputy Director, DPW Highway Superintendent, DPW Parks Superintendent, DPW Water and Sewer Superintendent, and the DPW Fleet Technician were trained on the Town's Snow and Ice Policy.

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

Number of site plan reviews completed: 11

Number of inspections completed: 100

Number of enforcement actions taken: 0

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

### **Ordinance Development**

Describe the status of the post-construction ordinance required to be complete in year 2 of the permit term:

Article XXVI of the Town's General Bylaws is the Stormwater Management and Land Disturbance Bylaw. Section 26.8. discusses post-construction stormwater management plan contents, design requirements, long-term operations and maintenance plans, inspections and reporting requirements. A stormwater group consisting of the DPW Deputy Director, DPW Compliance Coordinator, Planning and Economic Development Coordinator, Conservation Agent, and the Community and Economic Development Director was established and among the first tasks was revising the Bylaw for clarity.

### **As-built Drawings**

Describe the status of 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 required to be complete in year 2 of the permit term:

As-built drawings must be submitted to the Town upon completion of the project as stated in section 26.11 of the Stormwater Management and Land Disturbance (SMLD) Bylaw. Long Term Operations and Maintenance Plans must be submitted at the time of Land Disturbance Permit application under Section 26.8.5 of the SMLD Bylaw. Changes to the Long Term O&M Plan must comply with Section 26.8.5.4.

### **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:

The Community and Economic Development Department revised the Site Plan Rules and Regulations during the reporting period to require street and parking lot designs to use green infrastructure, low impact designs or Massachusetts Stormwater Handbook BMPs to the maximum extent practicable. The revisions will be presented at the Town's Annual Fall Town Meeting (November 18, 2019). The Town did not complete a street design and parking lot assessment, but will begin the process during Year 2.

### **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:

The Community and Economic Department Department revised the Town's Site Plan Rules and Regulations

to require the use of green infrastructure and low impact design in new or redeveloped sites; however, there has not been a formal report on green infrastructure in Medway. The revisions to the Rules and Regulations were drafted during the reporting period; however, their acceptance is dependent on approval by the Town at Fall Town Meeting (November 18, 2019), which is outside of this reporting period.

### **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:

The DPW has an inventory of permittee-owned buildings. Informal discussions regarding retrofitting these spaces to mitigate impervious areas have occurred, but plans or actions to retrofit these sites are not formalized at this time. In January 2019, the Compliance Coordinator and the Conservation Agent were awarded a Climate Resiliency grant to incorporate a rain garden at one of the Town's elementary schools to mitigate the impacts from increased impervious surfaces surrounding the school. Design and planting plans were created during the permit reporting period; however, plan execution will take place in the fall of 2019.

## **MCM6: Good Housekeeping**

### **Catch Basin Cleaning**

Describe the status of the catch basin cleaning optimization plan:

The Town maintains a log of catch basins inspected and cleaned throughout the year. The Town hires an outside

*If complete, attach the catch basin cleaning optimization plan or the schedule to gather information to develop the optimization plan:*

- The catch basin cleaning optimization plan or schedule is attached to the email submission
- The catch basin cleaning optimization plan or schedule can be found at the following website:

*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: 89

Number of catch basins cleaned: 2050

Total volume or mass of material removed from all catch basins: 65.7 cubic yards

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

Total number of catch basins: 2169

*If applicable:*

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

If a catch basin has been reported to have a drainage issue, the DPW Highway Division monitors that basin more frequently and cleans it out as needed.

**Street Sweeping**

Describe the status of the written procedures for sweeping streets and municipal-owned lots:

The Town has an Operations and Maintenance Manual with written procedures for street sweeping. Annual training will help the DPW better execute the procedures of the O&M manual.

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

Number of miles cleaned: 150

Volume of material removed: [UNITS]

Weight of material removed: [UNITS]

*If applicable:*

For rural uncurbed roadways with no catch basins, describe the progress of the inspection, documentation, and targeted sweeping plan:

[Empty text box for reporting on rural uncurbed roadways]

**Winter Road Maintenance**

Describe the status of the written procedures for winter road maintenance including the storage of salt and sand:

The Town revised its written procedures for winter road maintenance. The DPW created a tracker for the amount of salt used during each year. The DPW is partnering with the GIS Coordinator on a Sensitive Area/ Low Salt Use locations map.

**Inventory of Permittee-Owned Properties**

Describe the status of the inventory, due in year 2 of the permit term, of permittee-owned properties, including parks and open spaces, buildings and facilities, and vehicles and equipment, and include any updates:

The Town has an inventory of the permittee-owned properties. The Town also has an Operations and Maintenance Manual with good housekeeping best practices listed. However, the procedures listed in section 2.3.7.a. have not been fully developed during the reporting period. Annual training will assist with this measure's compliance.

**O&M Procedures for Parks and Open Spaces, Buildings and Facilities, and Vehicles and Equipment**

Describe the status of the operation and maintenance procedures, due in year 2 of the permit term, of permittee-owned properties (parks and open spaces, buildings and facilities, vehicles and equipment) and include maintenance activities associated with each:

The Town has an inventory of the permittee-owned properties and an Operations and Maintenance Manual; however, the tracking methods for best practices performed by each DPW Division has not been completely formalized during the reporting period. Annual training will assist with this measure's compliance.

**Stormwater Pollution Prevention Plan (SWPPP)**

Describe the status of any SWPPP, due in year 2 of the permit term, for permittee-owned or operated facilities including maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater:

No progress was made on the SWPPP during this reporting period. The Town is building a new DPW facility during year 2.

*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:

**O&M Procedures for Stormwater Treatment Structures**

Describe the status of the written procedure for stormwater treatment structure maintenance:

The DPW has to complete its inventory of all town-owned treatment structures at town-owned properties and a part of developments with accepted streets.

**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:

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

Yes, I agree

- Complete system mapping Phase I
- Begin investigations of catchments associated with Problem Outfalls
- Develop or modify an ordinance or other regulatory mechanism for post-construction stormwater runoff from new development and redevelopment
- Establish and implement written procedures to require the submission of as-built drawings no later than two years after the completion of construction projects
- Develop, if not already developed, written operations and maintenance procedures
- Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; review annually and update as necessary
- Establish a written program detailing the activities and procedures the permittee will implement so that the MS4 infrastructure is maintained in a timely manner
- Develop and implement a written SWPPP for maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes
- Develop, if not already developed, written procedures for sweeping streets and municipal-owned lots
- Develop, if not already developed, written procedures for winter road maintenance including storage of salt and sand
- Develop, if not already developed, a schedule for catch basin cleaning
- Develop, if not already developed, a written procedure for stormwater treatment structure maintenance

- Develop a written catchment investigation procedure (*18 months*)

#### 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 in the last 5 years
- 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

Provide any additional details on activities planned for permit year 2 below:

The Town is going to focus on: ranking and testing outfalls. Catchment area investigations. Developing the Charles River Phosphorus Control Plan. Creating educational material for developers, industries, and businesses in Town. Creating educational material targeting pet waste management, lawn management, and septic system maintenance. Updating the Town's IDDE Plan. Updating the Town's Municipal Services O&M Manual. Creating a SWPPP for the new DPW Facility. Creating an annual training procedure. Continue to improve the Stormwater Management and Land Disturbance Bylaw. Continue revising the SWMP and provide public notice soliciting input and participation.



## Part V: Certification of Small MS4 Annual Report 2019

### 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:

Peter Pelletier

Title:

DPW Deputy Director

Signature:



Date:

09/27/19

*[Signatory may be a duly authorized representative]*