

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: Town of Leicester

EPA NPDES Permit Number: MAR041202

Primary MS4 Program Manager Contact Information

Name: Dennis Griffin

Title: Highway Superintendent

Street Address Line 1: 59 Peter Salem Road

Street Address Line 2:

City: Leicester

State: MA

Zip Code: 01524

Email: Griffind@leicesterma.org

Phone Number: (508) 892-7021

Stormwater Management Program (SWMP) Information

SWMP Location (web address): <https://www.leicesterma.org/highway-department/pages/stormwater-information>

Date SWMP was Last Updated: June 30, 2020

If the SWMP is not available on the web please provide the physical address:

N/A

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

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

TMDL(s)

- 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 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:

Written procedures to require submission of as-built drawings were not completed because of the COVID-19 impacts on Town meetings. The Town's Stormwater Regulations require the permittee for projects issued a permit by the Planning Board to submit as-built drawings of all stormwater controls, which shall show any

deviations from the approved plans. A document outlining the procedures for submission of as-built drawings per the MS4 General Permit requirements will be developed in Year 3.

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:
- ☒ 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:

N/A

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:

N/A

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:

Currently, there are no structural BMPs pertaining to Attachment 3 of Appendix F of the permit in the regulated area. The Town is evaluating the potential to add structural BMPs, as needed, as part of new development projects in Town. Particular focus will be in areas that discharge stormwater proximal to nitrogen TMDL water bodies.

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:

Currently, there are no structural BMPs pertaining to Attachment 3 of Appendix F of the permit in the regulated area. The Town is evaluating the potential to add structural BMPs, as needed, as part of new development projects in Town. Particular focus will be in areas that discharge stormwater proximal to phosphorous TMDL water bodies.

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:

N/A

Lake and Pond Phosphorus TMDL

- ☐ Completed Legal Analysis

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:

Existing regulatory mechanisms pertaining to the MS4 have been identified in the SWMP. Potential changes to these bylaws and ordinances are being considered as Phase I LPCP components are being discussed. Financial authorities and funding mechanisms have not been established to date in the wake of COVID-19 and will be evaluated in Year 3.

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

- Leicester plans to resume its annual public events in 2021, including the Annual Public Safety Day and the Household Hazardous Waste Cleanup Day. These events were canceled in 2019 due to COVID-19.
- Leicester will continue annual training in December 2020 for staff that enforce and oversee its IDDE Program.
- Leicester will distribute a public education message in October 2020 encouraging proper disposal of leaf litter.
- Potential structural BMPs - Leicester does not currently have any existing structural BMPs for nitrogen and phosphorus removal in place for tracking. Leicester plans to evaluate the potential for future addition of structural BMPs in Year 3.
- Leicester plans to continue to implement twice per year sweeping of all Town streets (spring and fall) and priority parking lots in Year 3.

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:

Rochdale Pond receives flow from 13 outfalls.

Kettle Brook contains multiple types of pollutants, including fecal coliform, solids, and 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: General Stormwater Educational Video for All Ages

Message Description and Distribution Method:

This public education video is from ThinkBlue Massachusetts and is designed to provide basic stormwater knowledge to the viewer. The video covers various causes of stormwater pollution including lawn care, pet waste, trash and debris, farms, construction, and industrial sites, along with corrective and preventative actions that can be implemented. A web link to the video was displayed on the Town website stormwater link, as well as on the Town's social media platform.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Town has 2,309 followers on Facebook.

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: Freddy the Fish - Fun Stormwater Educational Video for Kids

Message Description and Distribution Method:

This public education video is designed to provide basic stormwater knowledge to children. The video was displayed on the Town website stormwater link, as well as on the Town's social media platform.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The Town has 2,309 followers on Facebook.

Message Date(s): 5/28/2020

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: Caring for Your Septic System

Message Description and Distribution Method:

The public education brochure included tips involving caring for and maintaining a septic system that can help reduce stormwater pollution. The brochure was distributed at Town offices and displayed on the Town website stormwater link.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

200 copies were printed for distribution in July 2019. The brochure has been available on the Town website since July 2019. The Town is monitoring the number of copies distributed.

Message Date(s): 7/26/2019

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: Proper Disposal of Pet Waste

Message Description and Distribution Method:

The public education flyer encourages pet owners to properly dispose of pet waste in order to help reduce stormwater pollution. A copy of the flyer is provided with a dog license application or renewal. The flyer was distributed at Town offices, displayed on the Town website stormwater link, and a link to the flyer at the Town's website was provided on the Town's social media platform.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

200 copies were initially printed for distribution in July 2019. 75 copies were printed for distribution at the

Annual Public Safety Day in June 2019. In July 2020, an additional 150 copies were printed for distribution. The flyer has been available on the Town website since June 2019. The Town is monitoring the number of copies distributed. The Town currently has 1,152 followers on Twitter.

Message Date(s): 6/6/2019, 7/28/2020

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: Stormwater Pollution and Lawn Maintenance

Message Description and Distribution Method:

The public education flyer includes tips involving lawn maintenance and use of phosphorus free slow release fertilizers to help reduce stormwater pollution. The flyer was distributed at Town offices and displayed on the Town website stormwater link.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

200 copies were initially printed for distribution in July 2019. 75 copies were printed for distribution at the Annual Public Safety Day in June 2019. The flyer has been on the Town website since June 2019. The Town is monitoring the number of copies distributed.

Message Date(s): 7/26/2019

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: Stormwater Pollution Prevention

Message Description and Distribution Method:

The public education flyer provides tips to residents as to how they can help reduce stormwater pollution. This includes creating rain gardens, maintaining septic systems, lawn care, and using rain barrels. The flyer was distributed at Town offices and displayed on the Town website stormwater link.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

200 copies were initially printed for distribution in July 2019. 75 copies were printed for distribution at the

Annual Public Safety Day in June 2019. The flyer has been on the Town website since June 2019. The Town is monitoring the number of copies distributed.

Message Date(s): 7/26/2019

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: Tips for Proper Leaf Disposal

Message Description and Distribution Method:

The public education flyer provides tips to residents as to how they can help protect local waterways through proper leaf disposal. This includes mulching and composting. The flyer was distributed at Town offices and displayed on the Town website stormwater link.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

250 copies were initially printed for distribution in October 2019. The flyer has been on the Town website since October 2019. The Town is monitoring the number of copies distributed.

Message Date(s): 10/25/2019

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:**

The Town's SWMP is posted on the Town of Leicester website stormwater link for viewing by the public. In addition, a hard copy of the SWMP is located at the Highway Department Office for review by the public.

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:**
Due to COVID-19, the Annual Public Safety Day was postponed to 2021 and the Household Hazardous Waste Cleanup Day was postponed to April 2021.

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:

The Phase I map is included in the Town's updated SWMP.

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:

The Town has developed a methodology for catchment investigations and will utilize this methodology during dry weather outfall inspections in Year 3.

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:

N/A

Employee Training

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

A training session was conducted for Highway Department personnel on December 18, 2019. A total of seven employees attended the session. The training session included a presentation on the basic principles of illicit discharges, examples of illicit and non-illicit discharges, short training videos, an overview of the Town's IDDE bylaw, discussion on SSOs, review of Town inspection forms, and methods for implementing corrective actions if an illicit discharge is discovered. Documentation of the IDDE training session is included in the Town's written IDDE Plan, which was updated in June 2020 and included as part of the Town's SWMP.

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:

Site plan reviews and inspections were completed for projects located at 101 Marshall Street and Greenville Baptist Church.

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:

The Town's Stormwater Regulations require the permittee for projects issued a permit by the Planning Board to submit as-built drawings of all stormwater controls, which shall show any deviations from the approved plans. A document outlining the procedures for submission of as-built drawings per the MS4 General Permit requirements will be developed in Year 3.

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:

This assessment has not yet been started to date.

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:

This report has not been started to date.

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:

This inventory has not been compiled to date.

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:

The Town of Leicester is working on surface runoff control to stabilize flow at two locations, the intersection of Westminster and Stafford Street, and the intersection of Sabina and Charlton Street.

Problem catch basins are cleaned twice per year.

Drainage system repairs are completed by Highway Department personnel when blockages are detected and catch basin inspections reveal structural and operational deficiencies.

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: 1

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

Construction of a solar farm was completed on Mulberry Street during the reporting period. The project was handled by an outside contractor, engineer, and the Leicester Conservation Commission. Corrective actions during construction included orders from the Conservation Commission to enhance erosion controls.

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:

N/A

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:

The Highway Department repairs an average of 15-20 catch basins per year in order to maintain infrastructure quality.

Leicester conducts jetting in areas of the drainage system where any blockages are observed.

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:

Written procedures to require submission of as-built drawings are currently being drafted by the Town. These procedures were not completed due to the COVID-19 impacts on Town meetings. The Town's

Stormwater Regulations require the permittee for projects issued a permit by the Planning Board to submit as-built drawings of all stormwater controls, which shall show any deviations from the approved plans. A document outlining the procedures for submission of as-built drawings per the MS4 General Permit requirements will be developed in Year 3.

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:

The Town of Leicester intends to resume all annual events to raise environmental and stormwater pollution awareness during the Year 3 reporting period, subject to relaxing of restrictions relative to COVID-19. This includes the Town's Annual Public Safety Day and Household Hazardous Waste Cleanup Day.

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.

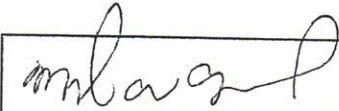
Name:

David A. Genereux

Title:

Town Administrator

Signature:



Date:

9/22/20

[Signatory may be a duly authorized representative]