

# Year 5 Annual Report

## Massachusetts Small MS4 General Permit

### Reporting Period: July 1, 2022-June 30, 2023

***\*\*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, 2022 and June 30, 2023 unless otherwise requested.***

### Part I: Contact Information

Name of Municipality or Organization: Town of Harwich

EPA NPDES Permit Number: MAR041120

#### Primary MS4 Program Manager Contact Information

Name: Meggan Eldredge

Title: Assistant Town Administrator

Street Address Line 1: Town of Harwich Town Hall

Street Address Line 2: 732 Main Street

City: Harwich

State: MA

Zip Code: 02645

Email: meldredge@town.harwich.ma.us

Phone Number: (508) 430-7513

#### Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): <https://www.harwich-ma.gov/engineering/pages/stormwater>

Date SWMP was Last Updated: February 3, 2022

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

## Part II: Self-Assessment

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

<b>Impairment(s)</b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input checked="" type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input checked="" 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
<input type="button" value="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:
- ☒ Updated system map due in year 2 as necessary
- ☐ Provided training to employees involved in IDDE program within the reporting period
- ☒ Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- ☒ All curbed roadways were swept at least once within the reporting period
- ☒ 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:

IDDE training and implementation of SWPPPs for the Town's DPW and Transfer Station facilities were not completed during Permit Year 5 due to staffing shortages. The Town plans to conduct required IDDE trainings and fully implement their SWPPPs in Permit Year 6.

**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:

The Town disseminated pet waste management messages during dog license issuance/renewal through the Town Clerk's office during this permit year.

**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)

*Structural BMPs*

- Completed the evaluation of all permittee owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Nitrogen Source Identification Report, including: *(select the items of the evaluation that have been completed below)*
- ☐ Next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) OR planned retrofit date
- ☐ Estimated cost of redevelopment or retrofit BMPs
- ☐ Engineering and regulatory feasibility of redevelopment or retrofit BMPs
- ☐ Completed a listing of planned structural BMPs and a plan and schedule for implementation
- ☐ The BMP list and implementation schedule is attached to the email submission
- ☐ The BMP list and implementation schedule can be found at the following publicly available website:

- Any structural BMPs listed in Table 3 of Attachment 1 to Appendix F 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 F. 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.

- ☐ 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 nitrogen removed in lbs/year from the installed BMPs:

*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's Highway and Maintenance webpage contains information about proper disposal of yard debris and yard waste. The webpage can be accessed here: <https://www.harwich-ma.gov/highways-and-maintenance/pages/storm-water-guide>

The Town currently does not have any BMPs that are optimized for nitrogen removal, so this parameter was not tracked during Permit Year 5. The Town will track BMPs installed during new development or redevelopment projects, and will require the BMPs to be optimized for nitrogen removal in accordance with Permit Part 2.3.6.

The Town will identify opportunities for implementation of structural BMPs for nitrogen load reduction on Town-owned properties during Permit Year 6 and incorporate this information into a Nitrogen Source Identification Report, where applicable, for nitrogen impaired waterbodies receiving MS4 discharges (currently Wynchmere Harbor) during a future annual report submittal.

---

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

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

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

☒ Yes

☐ No

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

As discussed in the Town's Permit Year 3 Annual Report, one location previously identified as an outfall was determined to be a culvert and 18 outfalls (including one new outfall) were verified during IDDE activities. Two Town-owned interconnections were identified on a MassDOT owned road. Receiving waters remained unchanged.

The Town evaluated the "Final Massachusetts Integrated List of Waters for the Clean Water Act 2022 Reporting Cycle" and noted that no changes have been made to the Town's waterbody impairments since the issuance of the 2018/2020 Integrated List.

## 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:Fertilizer and Nutrient Control**

Message Description and Distribution Method:

The Town of Harwich's Health Department website contains a page on fertilizer and nutrient control information/regulations. The webpage explains that the Massachusetts Estuaries Project found that fertilizers account for a large portion of controllable nitrogen discharges in Cape Cod watersheds, and describes the harmful impacts of excessive nitrogen getting into watersheds via stormwater runoff. The regulation included on the webpage provides a legal mechanism to ensure fertilizer applications are performed in a manner consistent with best management practices.

The webpage can be accessed here: <https://www.harwich-ma.gov/health/pages/fertilizer-policy-guidelines-education>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Provide content on the Town's website to educate audiences about the effects of the misuse of fertilizers on stormwater and water quality.

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:Household Hazardous Waste**

Message Description and Distribution Method:

The Town of Harwich posted information on their Highway Department and Water Department websites that directs residents to locations of Massachusetts facilities where residents can drop off household hazardous wastes. The Water Department website also lists items that are considered to be hazardous waste, and that are accepted by the facilities receiving the wastes. By educating residents on the locations to drop off hazardous

wastes, Harwich is ultimately mitigating the risk of hazardous waste being incorrectly disposed of and ending up in waterways via runoff.

In addition, the Town hosted 6 Household Hazardous Waste Collection Days in Permit Year 5 (July, August, September, and October 2022 and May/June 2023). The events took place at the Town's Transfer Station and provided residents from Harwich, Brewster, and Chatham and opportunity to drop off waste.

The Town posted a flyer on their Highway Department website to inform residents about the Collection Day schedule and products they can dispose of.

The Highway Department hazardous waste webpage can be accessed here: <http://www.harwichhighway.com/Departments/DisposalArea/tabid/79/Default.aspx>

The Water Department hazardous waste webpage can be accessed here: <https://www.harwichwater.com/water-protection/household-hazardous-waste.html>

The 2023 Collection Day flyer can be accessed here: <http://www.harwichhighway.com/LinkClick.aspx?fileticket=I418n9y6Lxg%3d&tabid=76&mid=408>

Targeted Audience: Residents

Responsible Department/Parties: Highway Department, Water Department

Measurable Goal(s):

Continue to raise the Town's residents' awareness of Household Hazardous Waste Collection Days to prevent improper waste disposal.

Message Date(s): Ongoing

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:Pesticides and Water Quality**

Message Description and Distribution Method:

The Town of Harwich's Water Department website contains a link to a mass.gov webpage about pesticides and their effects on water supplies from runoff and infiltration. Information on the website includes ways to comply with state Groundwater Protection Regulations and pesticides listed on the groundwater protection list.

The webpage can be accessed here: <https://www.harwichwater.com/water-protection.html>

Targeted Audience: Residents

Responsible Department/Parties: Water Department



Measurable Goal(s):

Provide content on the Town's website to educate audiences about the effects of pesticide application on stormwater and water quality.

Message Date(s): Ongoing

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: Source Water Protection**

Message Description and Distribution Method:

The Town of Harwich's Water Department website contains a Resident Participation page that includes information for residents on ways to manage their property to protect drinking water. Links provided on this webpage include "easy things you can do," "manage your property to protect drinking water," and "dispose of hazardous materials properly." Additionally, there are links to groups that provide volunteer opportunities. The groups promoted are the Cape Cod Groundwater Guardian Team and the Town of Harwich Boards & Commissions.

The webpage can be accessed here: <https://www.harwichwater.com/water-protection/resident-participation.html>

Targeted Audience: Residents

Responsible Department/Parties: Water Department

Measurable Goal(s):

Provide content on the Town website to educate audiences about the methods they can use to protect drinking water.

Message Date(s): Ongoing

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:Guidance on Proper Septic System Maintenance**

Message Description and Distribution Method:

The Town of Harwich posted information on their Health Department and Water Department websites that informs septic system owners about how to properly manage and maintain their systems. Pamphlets with

information on how to properly manage and maintain septic systems are also distributed to residents during the Title 5 inspection process.

The Health Department septic system webpage can be accessed here: <https://www.harwich-ma.gov/health/pages/septic-systems-title-5>

The Water Department septic system webpage can be accessed here: <https://www.harwichwater.com/water-protection/do-s-don-ts-of-septic-system-use.html>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Provide educational content related to septic system maintenance to decrease incidents of failing septic systems and, as a result, improve water quality.

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: Town Website - Preventing Stormwater Pollution**

Message Description and Distribution Method:

The Town of Harwich's Highway Department posted a "Storm Water Guide" page on their website. This guide includes multiple ways residents can help reduce stormwater pollution, including: not washing cars on impervious surfaces or near storm drains; checking vehicles, boats, and equipment periodically for leaks; proper lawn care and garden care techniques; home repair and improvement BMPs; proper pet waste management; guidance on draining swimming pools and spas; and how to dispose of household hazardous waste.

The webpage can be accessed here: <https://www.harwich-ma.gov/highways-and-maintenance/pages/storm-water-guide>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Educate residents and people who have businesses, industries, and development projects in the Town on ways to reduce impacts to stormwater.

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:Water Department Consumer Confidence Reports**

Message Description and Distribution Method:

The Town of Harwich's Water Department provides Consumer Confidence Reports that contain information about ways residents and business owners can protect their water supply, including septic system maintenance, proper disposal of hazardous household waste and chemicals at Hazardous Materials Collection Days, and limiting nutrient use to protect water quality by fertilizing less.

The Consumer Confidence Report is posted to the Water Department's website each year and is distributed with water bills. The 2022 report can be accessed here: <https://www.harwichwater.com/assets/CCR/2022%20Harwich%20CCR.pdf>

Targeted Audience: Residents, Business/Commercial, Industrial

Responsible Department/Parties: Water Department

Measurable Goal(s):

Educate audiences about ways to improve water quality and decrease audience activities and behaviors that degrade water quality.

Message Date(s): Annually

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:Pet Waste Messaging**

Message Description and Distribution Method:

The Town of Harwich's Highway Department's "Storm Water Guide" webpage contains information about proper pet waste disposal and the effects of pet waste on water quality.

The webpage can be accessed here: <https://www.harwich-ma.gov/highways-and-maintenance/pages/storm-water-guide>

Targeted Audience: Residents

Responsible Department/Parties: Highway Department, Harwich Animal Control

Measurable Goal(s):

Increase pet owner awareness of proper pet waste disposal techniques.

Message Date(s): Ongoing

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 provided their latest Stormwater Management Plan Update and historic annual reports on their Engineering Department website (<https://www.harwich-ma.gov/engineering/pages/stormwater>) and in the Town Engineer's office for public review and comment. No comments regarding these documents were received during this permit year.

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:**

The Town held their annual fall beach cleanup event, "COASTSWEEP," on October 22, 2022 at various Town beaches. More information about the event can be accessed here: <https://keepmassbeautiful.org/news-events/events-calendar.html/event/2022/10/22/coastswEEP-earl-rd-bank-st-red-river-sea-st-grey-neck-rd-neel-rd-long-pond-beaches-cleanup-/400716>

The Town also held their annual spring event called "Tour de Trash," where volunteers collect trash along the Town's roadways. The event was held on April 29, 2023. More information about the event can be accessed here: <https://harwichconservationtrust.org/tour-de-trash-2023/>

## 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**

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

The MS4 System Map is actively updated to include new information as it is identified.

### **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:

As discussed in the Permit Year 3 Annual Report, dry weather outfall/interconnection screening was completed and no dry weather flow was observed at any of the outfalls and and/or upstream drainage structures. No evidence of actual or potential illicit discharges were observed.

### **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:

*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:

As discussed in the Permit Year 3 Annual Report, catchments are limited in Harwich due to the widespread use of infiltrating catch basins and limited drainage infrastructure. Investigated catchments are located in areas with no sanitary sewer. Based on this and other related information, no SVFs exist. No potential or confirmatory evidence of illicit discharges were identified during catchment investigations.

### **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:

*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:

### **Employee Training**

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

Employee training requirements were not completed during Permit Year 5 due to staffing shortages. The Town plans to conduct staff trainings on stormwater-related topics (IDDE, pollution prevention and good

housekeeping, SWPPP, etc.) in Permit Year 6.

#### **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: 3

Number of inspections completed: 1

Number of enforcement actions taken: 1

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

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

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

Date update was completed (due in year 3): October 9, 2018

Website of ordinance or regulatory mechanism: [https://www.harwich-ma.gov/sites/g/files/vyhlf7091/f/uploads/harwich\\_stormwater\\_regulations\\_2018.10.09.pdf](https://www.harwich-ma.gov/sites/g/files/vyhlf7091/f/uploads/harwich_stormwater_regulations_2018.10.09.pdf)

##### **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's Comprehensive Stormwater and Illicit Discharge Regulations require the submittal of as-built drawings no later than one year after the completion of construction projects and the long-term operation and maintenance of stormwater BMPs.

This permit year, the Town voted to increase its staff to include a Zoning Compliance Officer, who will be responsible for ensuring projects in Town are complying with their site plan approvals.

### **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:

The Town has experienced personnel vacancies that have affected the review and potential update of applicable regulatory mechanisms. The Town anticipates conducting a review and implementing identified updates, if applicable, to achieve compliance with the Permit requirements during Permit Year 6.

### **Green Infrastructure Report**

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

The Town has experienced personnel vacancies that have affected the review and potential update of applicable regulatory mechanisms. The Town anticipates conducting a review and implementing identified updates, if applicable, to achieve compliance with the Permit requirements during Permit Year 6.

### **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):

- Bank Street Beach Access and Parking Lot, 0 Bank Street
- Brooks Free Library, 735 Main Street
- Brooks Park, 1 Oak Street
- Cape Cod Lighthouse Charter School, 195 Route 137
- Cranberry Valley Golf Course, 183 Oak Street

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. 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.

The Town of Harwich has already implemented several retrofits within municipally-owned roadways, rights-of-ways, and other properties via installation of stormwater control measures (SCMs), primarily leaching catch basins. The Town proactively identifies and completes retrofit projects to improve water quality via treatment and retention. A copy of the Town's SCM inventory is available at the Department of Public Works.



## 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:

If necessary, the inspection and cleaning schedule will be adjusted to prioritize catch basins located at known problem areas (low spots, etc.) and near construction activities. If inspection and maintenance activities indicate excessive sediment and/or debris loading, these catch basins will be prioritized for more frequent cleaning.

### **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:

The Town has experienced personnel vacancies that prevented the Town from fully implementing requirements related to SWPPP inspections for the DPW and Transfer Stations. The Town anticipates SWPPP facility inspections will resume during Permit Year 6.

## 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):

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. If any of the above year 5 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:

The Town has hired a consultant to conduct an assessment of all Town-owned culverts and develop a culvert asset management plan. This work is expected to be completed by December 2025.

The Town has also hired a consultant to conduct an alternatives analysis for the replacement of the Town's Route 124 culvert, which serves Long Pond as it flows into the Herring River. This study is expected to be complete in June 2024.

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

Yes, I agree ☒

### **Annual Requirements**

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to

receiving waters

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

Provide any additional details on activities planned for permit year 6 below:

## Part V: Certification of Small MS4 Annual Report 2023

### 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:

Joseph F. Powers

Title:

Town Administrator

Signature:



Date:

9-28-23

*[Signatory may be a duly authorized representative]*