

**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 Table 3 of Attachment 1 to Appendix H 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 each annual report

### **Solids, Oil and Grease (Hydrocarbons), or Metals**

#### Annual Requirements

*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- Increase street sweeping frequency of all municipal owned streets and parking lots to a schedule to target areas with potential for high pollutant loads
- Prioritize inspection and maintenance for catch basins to ensure that no sump shall be more than 50
- percent full; Clean catch basins more frequently if inspection and maintenance activities indicate excessive sediment or debris loadings

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:

For Year 1 Requirements:

The City is continuously updating the inventory of City-owned stormwater treatment structures. The City was able to inspect all stormwater treatment structures within public roadways. Some structures, especially those located within public easements on private property, were inaccessible and the structures could not be inspected.

For Bacteria/Pathogens Annual Requirements:

The City shared many messages on proper management of pet waste, but did not include a note regarding existing ordinances. Town bylaws are being reviewed and updated to City ordinances as part of the transition from a Town to a City and to comply with the new NPDES requirements. To avoid any public confusion, the City decided to focus messaging on the topic without noting the ordinance.

The City did not provide information to septic system owners. The City is working on an accurate inventory and mapping of existing septic systems in order to develop an effective outreach campaign for bacteria/pathogen-impaired catchment areas.

For Phosphorus Annual Requirements:

The City is not currently aware of structural BMPs installed within the phosphorus-impaired catchment areas.

### 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:

During year 1, outfall verification and initial catchment delineation resulted in locating additional outfalls as well as adjusting the total numbers of outfalls associated with some receiving waters. In addition, two receiving waters (Wash Brook and Cowassock Brook) were added as receiving waters, neither of which have any established impairments.

## 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:

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: Resident message 1 - Stormwater pollution is trash, oil, cigarette butts, & dog waste.**

Message Description and Distribution Method:

Think Blue Massachusetts "Fowl Water" video (<https://www.thinkbluemassachusetts.org/>)  
Advertisement on Facebook, Instagram, & YouTube

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

56,589 social media impressions from residents of Framingham  
Over 400,000 impressions for the Central Massachusetts Regional Stormwater Coalition

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: Annual pet waste message - Scoop the Poop**

Message Description and Distribution Method:

The City continued the "Scoop the Poop" public education campaign to inform residents about how pet waste impacts water quality. The City distributes pet waste bag dispensers shaped like fire hydrants with an information flyer to dog owners at the time of issuance or renewal of dog licenses.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Over 200 dispensers with flyers have been distributed through the City Clerk's office when residents obtain or update dog licenses. Over 100 have been distributed at public events, like the Earth Day festival and the

Callahan Dog Owners Group annual park clean-up. Over 50 have been distributed at school programs. There have also been six requests through the City's online Scoop the Poop pledge.

Message Date(s): June 1, 2018 - June 30, 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: Developer message 1 - Stormwater & the Construction Industry: Maintain Your BMPs**

Message Description and Distribution Method:

Engineering posted the EPA's "Stormwater & the Construction Industry" poster with Dos & Don'ts for maintaining construction BMPs at the DPW Operations Center at the customer service desk for permits. The DPW also incorporated erosion & sediment control guidance into annual drain layers training which is locally required in order to get construction permits from the City. Drain layers training was held at Framingham DPW on March 14, 2019 & March 21, 2019.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW, Engineering

Measurable Goal(s):

20-25 persons per month who obtain permits at the DPW customer service desk can view the poster  
45 construction professionals who work locally attended the drain layers training.

Message Date(s): July 1, 2018 - June 30, 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: Business message 1/Annual landscape message - Leave grass clippings to fertilize lawn naturally;**

Message Description and Distribution Method:

Social media posts shared on the Framingham Public Works facebook page in the Spring timeframe encouraging the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers. Original post from Think Blue Massachusetts.

Targeted Audience: Businesses, institutions and commercial facilities; Residents

Responsible Department/Parties: DPW

## Measurable Goal(s):

3,549 people reached through Think Blue Massachusetts Facebook post;  
966 people reached on Framingham's Facebook page with 57 engagements

Message Date(s): April 19, 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP:Resident message - Do your Doody for Clean Water**

## Message Description and Distribution Method:

Social media posts shared on the Framingham DPW's Facebook page encouraging the proper management of pet waste. Original post from Think Blue Massachusetts.

Targeted Audience: Residents

Responsible Department/Parties: DPW

## Measurable Goal(s):

7,170 people reached through Think Blue Massachusetts Facebook post.  
161 people reached through Framingham DPW Facebook post.

Message Date(s): November 5, 2018

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

**BMP: Resident message - How water pollution impacts your watershed**

## Message Description and Distribution Method:

The DPW and Conservation Commission have used an Enviroscape, a hands-on, interactive model, to demonstrate the sources and effects of water pollution and ways to prevent pollution. The City borrows the model from the Central Massachusetts Regional Stormwater Coalition (CMRSWC). CMRSWC also uses the model at regional public events at which City residents participate.

Targeted Audience: Residents

Responsible Department/Parties: CMRSWC, DPW, Conservation

## Measurable Goal(s):

The Enviroscene was used for stormwater education at the following public events:

- Back-to-School Family Picnic at Farm Pond Park (August 30, 2018)
- MA Science, Technology, Engineering, & Math (STEM) Week (October 2018)
- Keefe Technical High School STEM Week program (October 24, 2018)
- Framingham Public Works Open House (Dec 2018)
- Girl Scouts of Eastern Massachusetts STEM Conference held at Framingham State University (March 24, 2019)
- Framingham Community Conversation on Sustainability (April 28, 2019)
- Framingham Earth Day Festival (April 27, 2019)
- Framingham Open Space & Recreation Plan – Public Visioning Workshop (May 22, 2019)

Message Date(s): Various

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 in addition to the ones proposed in the NOI

**BMP:Resident message - Clean Water Begins with You.**

Message Description and Distribution Method:

CMRSWC purchased Think Blue print ads in newspapers with distribution areas including Framingham.

Targeted Audience: Residents

Responsible Department/Parties: CMRSWC

Measurable Goal(s):

The ad was published in Wicked Local and Framingham is within Wicked Local's coverage area. Wicked Local has a print circulation of 1.4 million and 2.2 million monthly unique visitors

Message Date(s): Oct 3, 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 in addition to the ones proposed in the NOI

**BMP:Resident message - What is a watershed? What are sources of water pollution?**

Message Description and Distribution Method:

Classroom programs at Framingham Public Schools

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

The Framingham DPW presented classroom programs at three public schools in Framingham including Keefe Technical High School (November 9, 2018), Framingham High School (March 25, 2019), and Walsh Middle School (April 25, 2019).

Message Date(s): Nov 9, 2018; March 25, 2019; & April 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:

This message was in addition to the ones proposed in the NOI

**BMP:Resident message - The Drain is just for Rain**

Message Description and Distribution Method:

Facebook & Twitter posts from Framingham DPW: "Remember that rain entering the storm drain is exiting into nearby rivers and streams--that means anything else that's dumped into the drain ends up in those same bodies of water. Keep Framingham waterways clean by making sure only rain goes down the drain!"

Targeted Audience: All

Responsible Department/Parties: DPW

Measurable Goal(s):

964 people reached; 54 engagements on Framingham DPW's Facebook page  
1,743 people reached; 59 engagements of Framingham DPW's Twitter feed

Message Date(s): August 7, 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:

This message was in addition to the ones proposed in the NOI

**BMP:Resident message - Street Sweeping is vital to keeping waterways clean**

Message Description and Distribution Method:

Facebook post with reminder about Annual Street Sweeping Program & Urban Street Sweeping Program, with emphasis on keeping streets & waterways clean

Targeted Audience: Residents

Responsible Department/Parties: DPW Highway

Measurable Goal(s):  
559 people reached, 21 engagements on Framingham DPW's Facebook page

Message Date(s): September 4, 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 in addition to the ones proposed in the NOI

**BMP:Resident message - Motor oil, pet waste, & litter contributes to waterway pollution**

Message Description and Distribution Method:  
Facebook & Twitter posts from Framingham DPW: "Did you know motor oil dripping from your car, pet waste left on the lawn, and litter are things that contribute to the pollution of our waterways? Remember that when it rains, waste left on the ground will go down the storm drain and ultimately affect our water. This is a problem we can all help fix. Learn more at FraminghamMA.gov/Stormwater."

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):  
651 people reached, 46 engagements on Framingham DPW's Facebook page for September post  
780 people reached; 18 engagements of Framingham DPW's Twitter feed for September post  
1,889 people reached; 82 engagements of Framingham DPW's Twitter feed for January post

Message Date(s): September 21, 2018; January 2, 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:  
This message was in addition to the ones proposed in the NOI

**BMP: Annual leaf litter message - Leaf litter & brush collection**

Message Description and Distribution Method:  
Facebook reminders about curbside leaf & brush collection in Fall to encourage proper disposal of leaf litter

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

2,277 people reached, 164 engagements on Framingham DPW's Facebook page  
971 people reached; 11 engagements of Framingham DPW's Twitter feed

Message Date(s): October 18, 2018; October 26, 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:

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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 Department of Public Works presented on the City's stormwater program at a public meeting called "Community Conversation on Recycling and Stormwater" on October 25, 2018, which was hosted by the Mayor and held at City Hall. Following that, the DPW provided a presentation to the City Council during one of their public meetings on November 20, 2018. Input provided by the public was incorporated into the Stormwater Management Plan and the SWMP was posted on the City's website.

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:

DPW hosted Household Hazardous Waste Days on May 19, 2018; October 27, 2018; and May 11, 2019. Over 570 residents participated.

DPW hosted a Rain Barrel event in June 2018. 62 rain barrels were distributed.

The City participated in the following public events to educate and involve the public on the City's stormwater management:

- o Arbor Day (May 2018) - local event involving DPW, local tree companies & landscaping companies, Keefe Technical High School, and other local non-profit organizations
- o BOSE Day of Service (May 11, 2018) - Volunteers from the Framingham-based BOSE Corporation helped plant a rain garden at a City park.
- o RiverFest (June 17, 2018) - Annual festival hosted by the Concord, Assabet, & Sudbury Wild & Scenic

River Stewardship Council included an informational trail walk in the Wild & Scenic portion of the Sudbury River in Framingham.

- o Community Conversation on Open Space & Environment (June 21, 2018) hosted by the Mayor
- o Truck Day at McAuliffe Library (June 23, 2018)
- o Back-to-School Picnic (August 30, 2018) – over 800 attendees
- o River clean-up (Sep 2018) hosted by OARS watershed group
- o River Stewardship Council 50th Anniversary (Oct 14, 2018) Framingham's Conservation Agent provided a demonstration on nutrient loading and invasive aquatic vegetation
- o DPW Open House (December 8, 2018)
- o Presentation at Massachusetts Association of Conservation Commissions (MACC) Annual Conference (Mar 2, 2019)
- o Mass Audubon Low Impact Development (LID) Workshop presentations (March 11, 2019 & May 8, 2019) - the second workshop included a walking tour at Cushing & Farm Pond Parks in Framingham
- o Girl Scouts of Eastern Massachusetts STEM conference at Framingham State University (March 24, 2018) - DPW partnered with New England Water Environment Association to give a workshop on "Pollution Police"
- o Earth Day (April 27, 2019) - The Conservation Commission had a booth at the Framingham Earth Day festival on the Centre Common, which included demonstrations using the Enviroscape model to demonstrate sources of water pollution and describe ways citizens can prevent pollution
- o RiverFest (June 22, 2019) - Annual festival hosted by the Concord, Assabet, & Sudbury Wild & Scenic River Stewardship Council included a river cleanup, paddle, & informational trail walk in the Wild & Scenic portion of the Sudbury River in Framingham.

Our municipality participated in the Central Massachusetts Regional Stormwater Coalition (CMRSWC) and the Massachusetts Statewide Municipal Stormwater Coalition (Statewide Coalition). The CMRSWC & Statewide Coalition presented on the Think Blue Massachusetts public awareness campaign and regional collaboration on stormwater at the following public events:

- Metrowest/495 Partnership (October 4, 2018)
- MetroWest Stormwater Roundtable hosted by MetroWest Regional Collaborative (MWRC) of the Metropolitan Area Planning Council (MAPC) (November 20, 2018)
- Massachusetts Municipal Association (MMA) Meeting & Trade Show (Jan 18-19 2019)
- New England Water Environment Association Annual Conference (Jan 28 2019)
- Massachusetts Association of Conservation Commissions Annual Conference (March 2, 2019)
- Massachusetts Congress of Lake and Pond Associations Annual Workshop (April 12, 2019)
- New England American Public Works Association Spring Conference (April 17, 2019)
- Ecotarium Earth Day activities (April 16 – 19, 2019)
- New England Water Environment Association Spring Meeting (June 4, 2019)

### **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:

Number of SSOs removed:

*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:

Total number of SSOs removed:

### **MS4 System Mapping**

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

Framingham's municipal GIS system includes pipes, culverts, swales, catch basins, manholes and outfalls, with unique identifiers and attribute data including ownership. Ongoing research was conducted in Year 1 to identify and map stormwater BMPs.

During Year 1, Framingham worked with a consultant to establish city-wide initial catchment delineations and interconnection points, with plans to finalize these after field verification and review.

### **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:

<https://www.epa.gov/npdes-permits/2003-small-ms4-general-permit-archives-massachusetts-new-hampshire>

Framingham conducted screening under the MS4-2003 permit. The results were submitted with annual reports and are available at the EPA's website. The City is in the process of converting the data from paper forms (which were attached to annual reports) into a GIS database that can be used to incorporate results from future screening.

*Below, report on the number of outfalls/interconnections screened during this reporting period.*

Number of outfalls screened:

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

Percent of total outfalls screened:

### **Catchment Investigations**

*If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.*

- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following website:

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

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated to date.*

Percent of total catchments investigated:

*Optional: Provide any additional information for clarity regarding the catchment investigations below:*

### **IDDE Progress**

*If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.*

- The illicit discharge removal report is attached to the email submission  
 The illicit discharge removal report can be found at the following website:

<https://www.epa.gov/npdes-permits/2003-small-ms4-general-permit-archives-massachusetts-new-hampshire>

No illicit discharges were identified during this reporting period.

Framingham tracked illicit discharges under the MS4-2003 permit. Previous IDDE tracking was submitted with annual reports and are available at the EPA's 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:

*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:

Framingham employees involved in the IDDE program participated in IDDE training. One employee participated in training provided by Needham DPW on December 18, 2018. Eight employees attended a workshop on April 24, 2019 at the Framingham DPW sponsored by CMRSWC. The workshops trained participants on important aspects of the IDDE program, including how to recognize illicit discharges and SSOs. The workshops emphasized a hands-on approach and targeted municipal employees who will be performing or involved in outfall sampling and investigation. Participants were provided an IDDE plan and inspection report templates.

### **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:

### **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:

Framingham developed a working group including Engineering, Conservation Commission, and Planning staff and citizen members. The working group drafted a stormwater ordinance and regulations. The ordinance will be submitted to the City Solicitor for review. The working group intends to present the ordinance for review and approval by the City Council and Mayor to meet the Year 2 deadline.

#### **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:

These requirements are included in the draft ordinance. The Framingham Subdivision Rules & Regulation reference the Framingham Construction Standards. The Framingham Construction Standards (<https://www.framinghamma.gov/1116/Construction-Standards>) require that "The Contractor shall be responsible for the preparation and submittal of record drawings to the

DPW when construction is complete." The Standards also state, "The owner of any property on which a drainage system is located is responsible for the maintenance and upkeep of the system. Prior to construction of said drainage system, the owner shall provide documents describe the long term operation and maintenance of all permanent erosion control and stormwater management measures. The inspection and maintenance of the drainage systems shall be performed at minimum on an annual basis, and more frequently depending on the circumstances."

### **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 City will complete the Street Design and Parking Lots Report by Year 4.

### **Green Infrastructure Report**

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

The green infrastructure report is complete. Mass Audubon prepared a report for the City titled "Encouraging Low Impact Development in Framingham, MA: A bylaw review analysis" which is included as an attachment to the City's SWMP. The report evaluates Framingham's land use regulations in relation to models and examples from the Commonwealth of Massachusetts' Smart Growth/Smart Energy Toolkit and other sources in relation to the use of LID and Green Infrastructure (GI) techniques in development. According to the report, "Overall, Framingham's commitment to the protection of its natural resources and for ensuring sustainable development that maintains the historic and cultural character of the town is inspiring." Framingham's best management practices were given high ratings.

The following recommendations were made in the report:

- Ensure sufficient funding for DPW to perform maintenance of public stormwater management facilities, whether conventional or LID. Most of Framingham's regulations require homeowner associations to cover this cost for private facilities, which will ensure maintenance in perpetuity.
- Create mechanisms for enforcement of maintenance agreements; establish regulations/fines for property owners who fail to maintain stormwater facilities.
- Provide opportunities for and encourage municipal staff and committee/board members to participate in LID workshops or conferences.
- Local plumbing codes should allow the use of clean (e.g. rooftop) rainwater for landscape irrigation and interior non-potable uses such as toilet flushing.
- Implement LID demonstration programs at city or town hall, schools, DPW, etc.

The City has made the following progress towards the recommendations:

- In October 2018, the City hired its first sustainability coordinator.
- In 2019, the City partnered with Mass Audubon for a series of workshops as part of their Shaping Your Future: Greening Your Community program. The first workshop "Put a LID on it: Managing Your Community's Stormwater in a Changing Climate" was held on March 11, 2019 in Framingham. The second workshop, "A walking tour of Framingham's spaces that manage stormwater with nature", was held on May 8, 2019 and included a site visit to the City's new skatepark which incorporates green infrastructure. One more workshop is planned.

- The City is evaluating funding needs and exploring funding options for management of the public stormwater system. The City is considering a stormwater enterprise as a potential option.
- The drafted stormwater ordinance includes mechanisms for enforcement of maintenance agreements and establishes required actions and potential fines for property owners who fail to maintain private stormwater facilities.

**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:

An inventory of at least five (5) City-owned properties that could potentially be modified or retrofitted with BMPs designed to reduce the frequency, volume, and pollutant loads of stormwater discharges to and from its MS4 through the reduction of impervious area are identified in the City's SWMP. The inventory identifies if the properties are located in a drainage area for a water quality limited waterbody with additional requirements for pollutant removal. The list includes the following properties: new Fuller Middle School (currently under construction with expected completion in 2022); Framingham High School junior parking lot (currently being renovated in conjunction with the City's new fire station); Little Farm Road cul-de-sac (currently being renovated in conjunction with sewer pump station upgrades); Fountain Street & Dudley Road intersection (FY21 capital improvement request); and Cushing Memorial Park.

**MCM6: Good Housekeeping**

**Catch Basin Cleaning**

Describe the status of the catch basin cleaning optimization plan:

The City's catch basin cleaning optimization plan is included in the City's SWMP.

*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:

<https://www.framinghamma.gov/1133/Stormwater-Management>

*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, if known.*

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:

Year 1 was used as the first routine inspection. Two consecutive routine inspections will not take place until Year 2 of the permit. The City will report on actions, if applicable, on the next annual report.

**Street Sweeping**

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

Framingham's Highway Department is responsible for the municipal street sweeping program. The City's Highway Street Sweeping Policy and Procedures are included in the City's SWMP.

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

- Number of miles cleaned:
- 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:

N/A

**Winter Road Maintenance**

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

The Highway Department develops an annual Winter Operations Guide, which is included in the City's SWMP, which includes a comprehensive plan for snow plowing, sanding and salting. Storage of salt is also addressed by the SWPPP for the DPW's Henry Street facility.

**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:

As required by the permit, the City maintains an inventory of parks and open space, buildings and facilities where pollutants are exposed to stormwater, and storage areas for vehicles and equipment in our GIS. This includes public schools, operation centers, City offices, police stations, fire stations, City-owned parking lots and garages and other permittee-owned or operated buildings or facilities.

### **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:

Framingham will modify the SOP templates available from CMRSWC.

### **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:

Under the 2003 permit, the DPW operated under a comprehensive Stormwater Pollution Prevention Plan (SWPPP) that addressed all Public Works facilities in one document. To meet 2016 permit requirements, Framingham will make revisions using the SWPPP template provided by CMRSWC. Framingham will develop individual SWPPPs for the following facilities: DPW Operations Center, DPW Henry Street Facility, DPW Arthur Street Facility, Recycling Drop-off Center & Yard Waste Center, and the Park Maintenance & Operations Facility.

*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:

N/A

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

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

The City's DPW cataloged publicly-owned stormwater treatment structures based on available mapping and institutional knowledge. The DPW created a directory of available operations & maintenance manuals for the stormwater treatment structures. The DPW performed annual inspections on identified and accessible stormwater treatment structures within the City's rights-of-way and created a log of proposed short- and long-term maintenance needs.

## **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:

In FY19 & FY20, the City of Framingham installed BMPs (a raingarden, bioswale, and two Stormceptor water quality units) within the Farm Pond watershed under the 319 grant program.

The City is an active member of the Central Massachusetts Regional Stormwater Coalition and the Statewide Municipal Stormwater Coalition. The City supports the Think Blue Massachusetts statewide stormwater awareness & education campaign.

The City continues to support incorporating stormwater into STEM (Science, Technology, Engineering, & Math) initiatives. The City's senior stormwater engineer serves on the Advisory Committee for the MetroWest STEM Network, which spearheaded activities in MetroWest for Massachusetts STEM Week in October 2018. The City's senior stormwater engineer also served as a project sponsor (along with MassDEP) and coalition liaison for the Water Resource Outreach Center (WROC) at Worcester Polytechnic Institute (WPI) 2019 project "Increasing Watershed Awareness in Education: Development of Educational Curricula," focused on developing curriculum to educate elementary school students on the importance of protecting waterbodies and building connections between municipal offices and public schools. The project evaluated ways to incorporate stormwater education into the new Massachusetts Next Generation Science Standards.

### **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:

Planned activities are listed in the City's SWMP.

### 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:  Title:

Signature:  Date:   
*[Signatory may be a duly authorized representative]*