

Stormwater Management Program (SWMP)

Town of Stoneham

16 Pine Street Stoneham MA 02180

EPA NPDES Permit Number MA041062

Certification

Authorized Representative (Optional): All reports, including SWPPPs, inspection reports, annual reports, monitoring reports, reports on training and other information required by this permit must be signed by a person described in Appendix B, Subsection 11.A or by a duly authorized representative of that person in accordance with Appendix B, Subsection 11.B. If there is an authorized representative to sign MS4 reports, there must be a signed and dated written authorization.

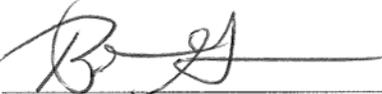
The authorization letter is:

Attached to this document (document name listed below)

Publicly available at the website below

"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 gathered and evaluated 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, 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."

Printed Name BRETT GONCALVES

Signature 

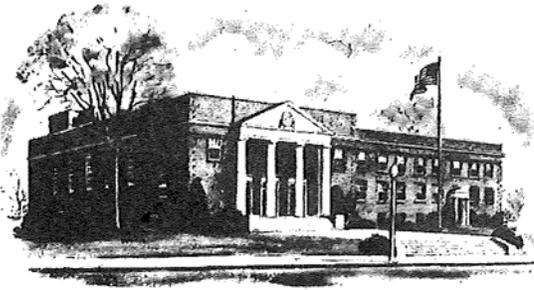
Date 6/29/19

[Click Here for Revisions](#)

TOWN OF
STONEHAM
MASSACHUSETTS

www.stoneham-ma.gov

OFFICE OF TOWN ADMINISTRATOR
35 CENTRAL STREET
STONEHAM, MA 02180-2087
TEL: 781-279-2600
FAX: 781-279-2602
dsheehan@stoneham-ma.gov



DENNIS J. SHEEHAN
TOWN ADMINISTRATOR

June 28, 2019

MEMO TO FILE

Re: Documentation for delegation of "Authorized Representative" for NPDES 2016 Massachusetts Small Municipal Separate Storm Sewer System (MS4) General Permit

This document serves to affirm that the Director of the Department of Public Works has responsibility for the operation of the MS4 and is hereby designated as an authorized person for signing all reports including but not limited to the Stormwater Management Plan (SWMP), Stormwater Pollution Prevention Plans (SWPPPs), inspection reports, annual reports, monitoring reports, reports on training, and other information required by the General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) in Massachusetts for the Town of Stoneham. This authorization cannot be used for signing a NPDES permit application (e.g., Notice of Intent (NOI)) in accordance with 40 CFR 122.22).

By signing this authorization, I confirm that I meet the following requirements to make such a designation as set forth in Part B.11 of Appendix B of the Small MS4 General Permit:

For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official.

"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 gathered and evaluated 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, 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."

Dennis J. Sheehan
Town Administrator

6/28/19

Date

Background

Stormwater Regulation

The Stormwater Phase II Final Rule was promulgated in 1999 and was the next step after the 1987 Phase I Rule in EPA's effort to preserve, protect, and improve the Nation's water resources from polluted stormwater runoff. The Phase II program expands the Phase I program by requiring additional operators of MS4s in urbanized areas and operators of small construction sites, through the use of NPDES permits, to implement programs and practices to control polluted stormwater runoff. Phase II is intended to further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of stormwater discharges that have the greatest likelihood of causing continued environmental degradation. Under the Phase II rule all MS4s with stormwater discharges from Census designated Urbanized Area are required to seek NPDES permit coverage for those stormwater discharges.

Permit Program Background

On May 1, 2003, EPA Region 1 issued its Final General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (2003 small MS4 permit) consistent with the Phase II rule. The 2003 small MS4 permit covered "traditional" (i.e., cities and towns) and "non-traditional" (i.e., Federal and state agencies) MS4 Operators located in the states of Massachusetts and New Hampshire. This permit expired on May 1, 2008 but remained in effect until operators were authorized under the 2016 MS4 general permit, which became effective on July 1, 2018.

Stormwater Management Program (SWMP)

The SWMP describes and details the activities and measures that will be implemented to meet the terms and conditions of the permit. The SWMP accurately describes the permittees plans and activities. The document should be updated and/or modified during the permit term as the permittee's activities are modified, changed or updated to meet permit conditions during the permit term. The main elements of the stormwater management program are (1) a public education program in order to affect public behavior causing stormwater pollution, (2) an opportunity for the public to participate and provide comments on the stormwater program (3) a program to effectively find and eliminate illicit discharges within the MS4 (4) a program to effectively control construction site stormwater discharges to the MS4 (5) a program to ensure that stormwater from development projects entering the MS4 is adequately controlled by the construction of stormwater controls, and (6) a good housekeeping program to ensure that stormwater pollution sources on municipal properties and from municipal operations are minimized.

Town Specific MS4 Background (optional)

The Town of Stoneham has completed the following IDDE program activities consistent with MS4 Permit requirements and the 2009 Administrative Order:

- Developed a map of the stormwater system including catch basins, manholes, pipes, outfalls and receiving waters.
- Developed and maintained an inventory of outfalls and intermunicipal connections, and an inventory of sanitary sewer overflows.
- Conducted comprehensive outfall screening and catchment area investigations for compliance with the 2003 MS4 Permit and the 2009 AO. The Town continues to investigate priority catchment areas, particularly along Sweetwater Brook.

Small MS4 Authorization

The NOI was submitted on

The NOI can be found at the following (document name or web address):

Authorization to Discharge was granted on

The Authorization Letter can be found (document name or web address):

Stormwater Management Program Team

SWMP Team Coordinator

Name	<input type="text" value="Brett F. Gonsalves"/>	Title	<input type="text" value="Director"/>
Department	<input type="text" value="Department of Public Works"/>		
Phone Number	<input type="text" value="781-438-0761"/>	Email	<input type="text" value="BGonsalves@stoneham-ma.gov"/>
Responsibilities	<input type="text"/>		

SWMP Team

Name	<input type="text"/>	Title	<input type="text"/>
Department	<input type="text"/>		
Phone Number	<input type="text"/>	Email	<input type="text"/>
Responsibilities	<input type="text"/>		

Name	<input type="text"/>	Title	<input type="text"/>
Department	<input type="text"/>		
Phone Number	<input type="text"/>	Email	<input type="text"/>
Responsibilities	<input type="text"/>		

Receiving Waters

The following table lists all receiving waters, impairments and number of outfalls discharging to each waterbody segment.

OR

The information can be found in the following document or at the following web address:

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Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/ DO Saturation	Nitrogen	Oil & Grease/ PAH	Phosphorus	Solids/ TSS/ Turbidity	E. coli	Enterococcus	Other pollutant(s) causing impairments
Crystal Lake MA93018	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Spot Pond MA71039		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Town contributes to system owned by MassDOT / DCR; No direct outfalls owned
Aberjona River Tributary Wetland	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doleful Pond	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dixie Pond	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Spot Pond Brook	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sweetwater Brook and Culvert	15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Buckman Pond	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dike Pond	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Unnamed Wetland	25	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Unnamed Brook	16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Discharges Overland	11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

[Click here to lengthen table](#)

Eligibility: Endangered Species and Historic Properties

*Reminder: The proper consultations and updates to the SWMP must be conducted for construction projects related to your permit compliance where Construction General Permit (CGP) coverage, which requires its own endangered species and history preservation determination, is NOT being obtained.

Attachments:

- The results of Appendix C U.S. Fish and Wildlife Service endangered species screening determination
- The results of the Appendix D historic property screening investigations
- If applicable, any documents from the State Historic Preservation Officer (SHPO), Tribal Historic Preservation Officer (THPO), or other Tribal representative to mitigate effects

These attachments are required within one year of the permit effective date and are:

- Attached to this document (document names listed below)

USFW IPaC Process Output

- Publicly available at the website listed below

Under what criterion did permittee determine eligibility for ESA?

- Criterion A Criterion B Criterion C

Under what criterion did permittee determine eligibility for Historic Properties?

- Criterion A Criterion B Criterion C

Below add any additional measures for structural controls that you're required to do through consultation with U.S. Fish and Wildlife Service (if applicable):

Below add any additional measures taken to avoid or minimize adverse impacts on places listed, or eligible for listing, on the NRHP, including any conditions imposed by the SHPO or THPO (if applicable):

No changes from previous MS4 permit, as related to historic preservation.

MCM 1

Public Education and Outreach

Permit Part 2.3.2

Objective: The permittee shall implement an education program that includes educational goals based on stormwater issues of significance within the MS4 area. The ultimate objective of a public education program is to increase knowledge and change behavior of the public so that the pollutants in stormwater are reduced.

Examples and Templates:

[EPA's Stormwater Education Toolbox](#)

[MassDEP's Stormwater Outreach Materials](#)

Other templates relevant to MCM 1 can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#peo>

BMP:Pet Waste Brochure

BMP Number (Optional) 1-1

Document Name and/or Web Address:

Description:

A dog waste brochure was developed and is available at the Town Clerk's desk. It has been mailed out with dog licenses starting in June 2019 and will continue to be mailed out with dog licenses as they are issued or renewed. In the Year 4 reporting period, the pet waste brochure was mailed out to all residents with the annual census.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Number of licenses issued, reported in Year 5 Annual Report. In the Year 4 reporting period, the pet waste brochure was mailed out to all residents with the annual census, reported yearly in each Annual Report.

Message Date(s):

BMP:Dumpster Storage Pamphlet for Businesses

BMP Number (Optional) 1-2

Document Name and/or Web Address:

Description:

Pamphlet on proper dumpster storage and protection will be distributed to businesses applying for a permit from the health department.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Number of Permits issued, reported in Year 5 Annual Report. Pamphlets are posted on the stormwater webpage and webpage visits reported yearly in each Annual Report. Dumpster information given out when applications are submitted and handed out.

Message Date(s):

BMP:Erosion Control Pamphlet for Construction

BMP Number (Optional) 1-3

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP: Spill Prevention Web Page

BMP Number (Optional) 1-4

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP: Stormwater Infiltration Meeting for Businesses

BMP Number (Optional) 1-5

Document Name and/or Web Address:

Description:

Meeting for on-site stormwater infiltration and sweeping.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Number of Attendees to meeting. Stormwater infiltration, sweeping, and compliance with Federal, State, and Local standards and regulations are reviewed and discussed at Stormwater Board meetings.

Message Date(s):

BMP: Yard Waste Disposal Annual Message

BMP Number (Optional) 1-6

Document Name and/or Web Address: https://www.stoneham-ma.gov/DocumentCenter/View/7394/StonehamMS4_LandscapeMaterialsDisposalFlyer

Description:

Annual message on leaf and landscape materials and their disposal is posted on the Town's website and on the Stoneham local TV channel.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Webpage visits, reported in Year 5 Annual Report.

Message Date(s): June 2019, ongoing

BMP: Stormwater Infiltration Meeting for Developers

BMP Number (Optional) 1-7

Document Name and/or Web Address:

Description:

Meeting for on-site stormwater infiltration and sweeping.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP: PSA on Lawn Maintenance- Residents

BMP Number (Optional) 1-8

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP: PSA on Lawn Maintenance- Businesses

BMP Number (Optional) 1-9

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

[Empty text box]

Message Date(s): June 2018, ongoing

BMP: PSA on Lawn Maintenance- Developers

BMP Number (Optional) 1-10

Document Name and/or Web Address: [Empty text box]

Description:

Local Public Service Announcements on Lawn maintenance. Lawn maintenance brochure also located on Town's stormwater webpage.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Months Run on TV, Webpage visits, reported in Year 5 Annual Report.

Message Date(s): June 2018, ongoing

BMP: Materials Handling Flyer

BMP Number (Optional) 1-11

Document Name and/or Web Address: https://www.stoneham-ma.gov/DocumentCenter/View/7396/StonehamMS4_MaterialsHandlingFlyer

Description:

Flyer was posted on Town's Stormwater webpage as an educational resource on how to appropriately manage materials to prevent stormwater pollution during industrial operations and at industrial facilities.

Targeted Audience: Industrial facilities

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Website visits, reported in Year 5 Annual Report.

Message Date(s): June 7, 2023

BMP: Phosphorus Web page

BMP Number (Optional) 1-12

Document Name and/or Web Address:

Description:

The stormwater management webpage is used to post information covering requirements of Appendix H. As of 2022, the Phosphorus Source Identification Plan for Stoneham has been posted to the stormwater webpage. This plan offers information regarding where phosphorus comes from, the types of BMPs that can reduce phosphorus, and indicates where phosphorus BMPs may be put in place in the future.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Website visits, reported in Year 5 Annual Report.

Message Date(s):

BMP: Stormwater Pollution Video

BMP Number (Optional) 1-13

Document Name and/or Web Address:

Description:

Stormwater Pollution video developed for Mystic River Watershed was run on local access cable channel in the Town.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Stormwater Pollution video developed for Mystic River Watershed was approved and has been running on Stoneham's local access cable channel since June 2018.

Message Date(s):

BMP: Lawn Maintenance

BMP Number (Optional) 1-14

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP: Down the Drain Presentation

BMP Number (Optional) 1-15

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP: School Curricula/Programs

BMP Number (Optional) 1-16

Document Name and/or Web Address:

Description:

Utilize MWRA School Outreach Program for classroom presentations on stormwater in elementary school and middle schools. Dwayne the Storm Drain presentation, Down the Drain Presentation, and The Day the Water Stopped presentation.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Classroom presentations on stormwater to applicable classrooms at the public schools.

Message Date(s): November 3, 2022; November 4, 2022; November 16, 2022; February 2, 2023; March 13, 2023

BMP: Annual Flyer - Creating a Healthy Yard

BMP Number (Optional) 1-17

Document Name and/or Web Address: <https://www.stoneham-ma.gov/DocumentCenter/View/3172/Creating-A-Healthy-Yard>

Description:

Creating a Healthy Yard flyer message was posted on the Town's Stormwater webpage encouraging the use of organic materials over pesticides, herbicides, and synthetic fertilizers.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Website visits, reported in Year 5 Annual Report.

Message Date(s): July 1, 2018 (Annual Message)

BMP: Low Impact Development Practices Flyer

BMP Number (Optional) 1-18

Document Name and/or Web Address: https://www.stoneham-ma.gov/DocumentCenter/View/7395/StonehamMS4_LID-SW-Management

Description:

Flyer was posted to Town's Stormwater webpage to educate developers on low impact development practices that can collect, slow down, spread out, and filter stormwater into soil.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW Operations

Measurable Goal(s):
Website visits, reported in Year 5 Annual Report.

Message Date(s): June 7, 2023

Add BMP

MCM 2

Public Involvement and Participation

Permit Part 2.3.3

Objective: The permittee shall provide opportunities to engage the public to participate in the review and implementation of the permittee's SWMP.

BMP: Public Review of Stormwater Management Program

BMP Number (Optional) 2-1

Location of Plan and/or Web Address:

Responsible Department/Parties:

Measurable Goal(s):

The Stormwater Management Program document is available on the town's Stormwater Management webpage. Stormwater MS4 Program is discussed at public meetings for capital projects and finance committee in relation to budgeting for town.

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) 2-2

Description:

The Town of Stoneham typically hosts the following events for Public Participation: Household Hazardous Waste days, general roadside cleanups, High School Community Service Day, and general park cleanups.

In January 2021 the MS4 Program requirements were discussed and presented at the Capital Committee and Select Board Meetings. The Stormwater Bylaw, Rules and Regulations and Stormwater Management Program were discussed at the Town Meeting held on May 3, 2021.

Responsible Department/Parties:

Measurable Goal(s):

Annual public input provided.

BMP: Roadside Cleanup

BMP Number (Optional) 2-3

Document Name and/or Web Address:

Description:

The Town hosts roadside cleanup days to collect trash, brush and recyclables.

Responsible Department/Parties:

Measurable Goal(s):

Number of collected trash, brush, and recycling bags.

BMP: Household Hazardous Waste Collection

BMP Number (Optional) 2-4

Document Name and/or Web Address:

Description:

The Town of Stoneham hosted Household Hazardous Waste Collection Day in partnership with the Town of Melrose on October 19, 2024 and June 21, 2025.

Responsible Department/Parties:

Measurable Goal(s):

Number of Attendees. Events are reported yearly in each Annual Report.

MCM 3

Illicit Discharge Detection and Elimination (IDDE) Program

Permit Part 2.3.4

Objective: The permittee shall implement an IDDE program to systematically find and eliminate illicit sources of non-stormwater discharges to its municipal separate storm sewer system and implement procedures to prevent such discharges.

Examples and Templates:

[IDDE Program Template and SOPs](#)

Other templates relevant to IDDE can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#idde>

BMP: IDDE Legal Authority

BMP Number (Optional) 3-1

Completed (by May 1, 2008)

Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) 3-2

Completed (by year 1)

Document Name and/or Web Address:

Description:

The Town of Stoneham, MA has developed and maintained an SSO inventory since 2010 in accordance with the EPA Administrative Order issued in August 2009. This inventory meets the MS4 permit criteria and is considered complete. It is updated as SSOs occur and is included in the MS4 Annual Reports each year.

Responsible Department/Parties:

Measurable Goal(s):

Annually track and report the following SSO information: the location; a clear statement of whether the discharge entered a surface water directly or entered the MS4; date(s) and time(s) of each known SSO occurrence; estimated volume(s) of the occurrence; description of the occurrence indicating known or suspected cause(s); mitigation and corrective measures completed with dates implemented; and mitigation and corrective measures planned with implementation schedules. Update inventory as needed.

SSO Reporting:

In the event of an overflow or bypass, a notification must be reported within 24 hours by phone to MassDEP, EPA, and other relevant parties. Follow up the verbal notification with a written report following MassDEP's Sanitary Sewer Overflow (SSO)/Bypass notification form within 5 calendar days of the time you become aware of the overflow, bypass, or backup.

<p>The MassDEP contacts are:</p> <p>Northeast Region (978) 694-3215 205B Lowell Street Wilmington, MA 01887</p> <p>Central Region (508) 792-7650 8 New Bond Street Worcester, MA 01606</p> <p>Southeast Region (508) 946-2750 20 Riverside Drive Lakeville, MA 02347</p> <p>Western Region (413) 784-1100 436 Dwight Street Springfield, MA 01103</p> <p>24-hour Emergency Line 1-888-304-1133</p>	<p>The EPA contacts are:</p> <p>EPA New England (617) 918-1510 5 Post Office Square Boston, MA 02109</p>
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BMP: Map of Storm Sewer System

BMP Number (Optional) 3-3 Phase I Completed (by year 2) Phase II Completed (by year 10)

Document Location and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: IDDE Program

BMP Number (Optional) 3-4 Written Document Completed (by year 1)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Conduct 100% of outfall screening on High and Low Priority Outfalls within 3 years of the permit's effective date. Complete catchment investigations for 100% of the Problem Outfalls within 7 years of the permit's effective date. Complete 100% of all catchment investigations within 10 years of the permit's effective date.

The outfall/interconnection inventory and initial ranking and the dry weather outfall and interconnection screening and sampling results can be found:

<https://www.stoneham-ma.gov/252/Stormwater>
The outfall/interconnection inventory and ranking is updated annually and included in the MS4 annual reports which are posted on the Town's stormwater webpage. Sampling results are also included in the annual reports. Catchment investigations for Problem Outfalls were completed within permit year 7 as specified.

BMP: Employee Training

BMP Number (Optional) 3-5

Description:

Train employees on new IDDE program and implementation. Annually, the Town provides training on IDDE. In 2020, the DPW Director and Deputy Director were trained in person. IDDE and Good Housekeeping Training was provided and recorded in December 2020. The Training recording is used to train employees annually. The Town utilizes the services of a consultant to complete IDDE investigations. Consultant IDDE employee training occurs virtually on an annual basis around May/June. DPW staff are trained during hiring processes using the video recording.

Responsible Department/Parties:

Measurable Goal(s):

Training occurs annually. Number of personnel trained each year.

BMP:[BMP name here]

BMP Number (Optional) _____ Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Add BMP

MCM 4

Construction Site Stormwater Runoff Control

Permit Part 2.3.5

Objective: The objective of an effective construction stormwater runoff control program is to minimize or eliminate erosion and maintain sediment on site so that it is not transported in stormwater and allowed to discharge to a water of the U.S. through the permittee's MS4.

Examples and Templates:

Examples and templates relevant to MCM 4, including model ordinances and site inspection templates, can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#csrc>

BMP: Sediment and Erosion Control Ordinance

BMP Number (Optional) 4-1

Completed (by May 1, 2008)

Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Site Plan Review Procedures

BMP Number (Optional) 4-2

Written procedures completed (by year 1)

Document Name and/or Web Address:

Description:

Review and potentially make updates to the existing written procedures of site plan review and begin implementation. The procedures were reviewed and the Stormwater Regulations were updated in Year 3.

Responsible Department/Parties:

Measurable Goal(s):

Conduct site plan review of 100% of projects according to the procedures outlined above.

BMP: Site Inspections and Enforcement of Sediment and Erosion Control Measures Procedures

BMP Number (Optional) 4-3

Completed (by year 1)

Document Name and/or Web Address:

Description:

Review and potentially make updates to the existing requirements for construction operators to implement a sediment and erosion control program. The stormwater rules and regulations were updated in Year 3.

Responsible Department/Parties:

Measurable Goal(s):

Inspect 100% of construction sites as outlined in the above document and take enforcement actions as needed.

BMP:Waste Control

BMP Number (Optional) 4-4

Completed

Document Name and/or Web Address:

Description:

Review and potentially make updates to the existing requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes.

Responsible Department/Parties:

Measurable Goal(s):

Implement any changes to the requirements.

MCM 5

Post Construction Stormwater Management in New Development and Redevelopment

Permit Part 2.3.6

Objective: The objective of an effective post construction stormwater management program is to reduce the discharge of pollutants found in stormwater to the MS4 through the retention or treatment of stormwater after construction on new or redeveloped sites and to ensure proper maintenance of installed stormwater controls.

Examples and Templates:

Examples and templates relevant to MCM 5, including model ordinances and bylaw review templates and guidance can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#pcsm>

BMP: Post-Construction Ordinance

BMP Number (Optional) 5-1

Completed (by year 2)

Town Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) 5-2

Completed (by year 4)

Document Name and/or Web Address:

Description:

Develop a report assessing the requirements that affect the creation of imperious cover. The assessment will help determine if changed to design standards for streets and parking lots can be modified to support low impact design options. This report has been completed and is posted on the Town’s stormwater webpage.

Responsible Department/Parties:

Measurable Goal(s):

Completed on June 30, 2022 and updated on September 16, 2022 with progress reported annually.

BMP: Green Infrastructure Report

BMP Number (Optional) 5-3

Completed (by year 4)

Document Name and/or Web Address:

Description:

Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist. This report has been completed and is posted to the Town’s stormwater webpage.

Responsible Department/Parties:

Measurable Goal(s):

Completed on June 30, 2022 and updated on September 16, 2022 with progress reported annually.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) 5-4

Completed (by year 4)

Document Name and/or Web Address:

Description:

Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually. This list has been completed and is found in the Phosphorus Source Identification Plan as well as the MS4 Annual Report for Year 4. Updates will be made as needed and as the Town implements retrofits.

Responsible Department/Parties:

Measurable Goal(s):

Completed on June 30, 2022 and updated on September 16, 2022 with progress reported annually. A planned stormwater retrofit was constructed at the DPW in 2024.

BMP: As-Built Plans for Stormwater Control

BMP Number (Optional) 5-5

Completed

Document Name and/or Web Address:

Description:

Review and potentially make updates to the existing procedures to require submission of as-built drawings and ensure long term operation and maintenance. Regulations were updated in Permit Year 3.

Responsible Department/Parties:

Measurable Goal(s):

Require submission of as-built plans for completed projects.

Add BMP

MCM 6

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Permit Part 2.3.7

Objective: The permittee shall implement an operations and maintenance program for permittee-owned operations that has a goal of preventing or reducing pollutant runoff and protecting water quality from all permittee-owned operations.

Examples and Templates:

Examples and templates relevant to MCM 6, including SOP templates for catch basin cleaning, street sweeping, vehicle maintenance, parks and open space management, winter deicing, and Stormwater Pollution Prevention Plans can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#gh>

PERMITTEE OWNED FACILITIES

BMP: Parks and Open Spaces Operations and Maintenance Procedures

BMP Number (Optional) 6-1

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

The Town has developed a document titled: Stormwater Management Manual – Operations and Maintenance for Municipal Facilities for compliance written O&M procedures and requirements contained in 2.3.7.a.ii for parks and open spaces. The properties list may be found in that document.

Responsible Department/Parties:

Measurable Goal(s):

Implement the SOP listed above on 100% of the parks and open spaces.

Properties List (Optional):

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) 6-2

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

The Town has developed a document titled: Stormwater Management Manual – Operations and Maintenance for Municipal Facilities for compliance written O&M procedures and requirements contained in 2.3.7.a.ii for buildings and facilities. The properties list may be found in that document.

Responsible Department/Parties:

Measurable Goal(s):

Implement the SOP listed above on 100% of buildings and facilities.

Properties List (Optional):

BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) 6-3

Written Document Completed (by year 2)

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Description:

The Town has developed a document titled: Stormwater Management Manual – Operations and Maintenance for Municipal Facilities for compliance written O&M procedures and requirements contained in 2.3.7.a.ii for buildings and facilities. The properties list may be found in that document. Inventories of vehicles and equipment are on file at the DPW.

Responsible Department/Parties:

DPW

Measurable Goal(s):

Implement the SOP listed above for 100% of vehicles and equipment according to the above document.

Properties List (Optional):

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) 6-4

Written Procedure Completed (by year 2)

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Description:

Establish and implement program for repair and rehabilitation of MS4 infrastructure. The Town has developed a document titled: Stormwater Management Manual – Operations and Maintenance for Municipal Facilities. The MS4 Infrastructure Maintenance SOP is found within this document.

Responsible Department/Parties:

Measurable Goal(s):

100% of infrastructure is maintained to ensure proper function in accordance with the procedures above.

BMP: Catch Basin Cleaning Program

BMP Number (Optional) 6-5

Written Procedure Completed (by year 1)

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Description:

Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule. The Catch Basin Inspection and Cleaning SOP can be found in the Town's Stormwater Management Manual – Operations and Maintenance for Municipal Facilities.

Responsible Department/Parties:

Measurable Goal(s):

All catch basins are cleaned in accordance with the permit such that no catch basin is more than 50% full at any given time. Clean catch basins on an established schedule and report the number of cleaned catch basins and volume of material moved annually.

BMP: Street Sweeping Program

BMP Number (Optional) 6-6 **Written Procedure Completed (by year 1)**

Document Name and/or Web Address:

Description:

Sweep all streets and permittee-owned parking lots twice per year in accordance with permit requirements. The Street Sweeping and Parking Lots SOP can be found in the Town's Stormwater Management Manual – Operations and Maintenance for Municipal Facilities.

Responsible Department/Parties:

Measurable Goal(s):

Annually sweep 100% of all streets and municipal parking lots twice per year (fall and spring).

BMP: Winter Road Maintenance Program

BMP Number (Optional) 6-7 **Written Procedure Completed (by year 1)**

Document Name and/or Web Address:

Description:

Establish and implement a program to minimize the use of road salt. The Snow Removal and De-Icing SOP is found in the Town's Stormwater Management Manual – Operations and Maintenance for Municipal Facilities.

Responsible Department/Parties:

Measurable Goal(s):

Implement salt use optimization during deicing season.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

BMP Number (Optional) 6-8 **Completed (by year 1)**

Document Name and/or Web Address:

https://www.stoneham-ma.gov/252/Stormwater

Description:

Establish and implement inspection and maintenance procedures and frequencies. The Town has developed a document titled: Stormwater Management Manual – Operations and Maintenance for Municipal Facilities. The Town has identified one stormceptor that requires maintenance and inspection. The requirements have been added to the manual.

Responsible Department/Parties:

Engineering

Measurable Goal(s):

Inspect and maintain 100% of treatment structures to ensure proper function.

BMP: SWPPP

BMP Number (Optional) 6-9

Completed (by year 2)

Document Name and/or Web Address:

https://www.stoneham-ma.gov/252/Stormwater

Description:

Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities. The Town has developed a document titled: Stormwater Management Manual – Operations and Maintenance for Municipal Facilities, which includes SWPPPs for appropriate facilities.

Responsible Department/Parties:

Engineering

Measurable Goal(s):

Conduct SWPPP inspections at the DPW and Stevens Street yard on a quarterly basis. Develop and implement SWPPPs for 100% of facilities.

BMP:

BMP Number (Optional) _____

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Add BMP

Annual Evaluation

Year 1 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Year 2 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Year 3 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Year 4 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Year 5 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Year 6 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Year 7 Annual Report

Document Name and/or Web Address:

<https://www.stoneham-ma.gov/252/Stormwater>

Add a Year

TMDLs and Water Quality Limited Waters

Select the applicable Impairment(s) and/or TMDL(s).

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 and Pathogen Metals Nitrogen Phosphorus

Phosphorus

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
All Waterbodies Tributary to Aberjona River (MA71-01_2008)		<input type="button" value="+"/> <input type="button" value="-"/>

Annual Requirements Beginning Year 1

Public Education and Outreach

(Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information))

 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

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 1-6, 1-8, 1-9, 1-10, 1-12, 1-14, 1-17

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

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 1-1

 Distribute an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 1-6, 1-8, 1-9, 1-10, 1-12, 1-14, 1-17

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)

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 6-6

Establish procedures to properly manage grass cuttings and leaf litter on permittee property, including prohibiting blowing organic waste materials onto adjacent impervious surfaces

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 6-1, 6-2

Stormwater Management in New Development and Redevelopment

Retrofit inventory and priority ranking under 2.3.6.1.b. shall include consideration of BMPs to reduce phosphorus discharges

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 5-3, 5-4. Stormwater Bylaw and Rules and Regulations can be found here: <https://www.stoneham-ma.gov/DocumentCenter/View/1219/CH11A-Stormwater>

Phosphorus Reduction Tracking BMP

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.

The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in pass per year by the BMP is found in the following document or website and is updated yearly at a minimum:

Robin Hood Elementary School, Central Middle School, and Colonial Park Elementary School were identified as having existing structural BMPs. Stoneham High School construction, including the construction of four new structural BMPs, was completed in Fall 2024. A stormwater retrofit was constructed at the DPW in 2024.

The BMP inventory and specifications on estimated removal rates are provided in the Year 7 Annual Report found on the Town's Stormwater Webpage: <https://www.stoneham-ma.gov/252/Stormwater>

Requirements Due by Year 2

Stormwater Management in New Development and Redevelopment

The requirement for adoption/amendment of the permittee's ordinance or other regulatory mechanism shall include a requirement that new development and redevelopment stormwater management BMPs be optimized for phosphorus removal

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 5-1. Stormwater Bylaw and Rules and Regulations can be found here: <https://www.stoneham-ma.gov/DocumentCenter/View/1219/CH11A-Stormwater>

Requirements Due by Year 4

Complete a Phosphorus Source Identification Report

The document name (if attached) and/or web address is/are:

MS4 Phosphorus Source Identification Report & Best Management Practice (BMP) Retrofit Site Selection

<https://www.stoneham-ma.gov/252/Stormwater>

Stormwater Management in New Development and Redevelopment

Retrofit inventory and priority ranking under 2.3.6.1.b. shall include consideration of BMPs that infiltrate stormwater where feasible

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 5-3, 5-4

MS4 Phosphorus Source Identification Report & Best Management Practice (BMP) Retrofit Site Selection

<https://www.stoneham-ma.gov/252/Stormwater>

Requirements Due by Year 5

Potential Structural BMPs

Evaluate all permittee-owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under Permit part 2.3.6.d.ii or identified in the Phosphorus Source Identification Report that are within the drainage area of the impaired water or its tributaries

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Relevant BMP numbers in the program include: 5-3, 5-4

MS4 Phosphorus Source Identification Report & Best Management Practice (BMP) Retrofit Site Selection

<https://www.stoneham-ma.gov/252/Stormwater>

Complete a listing of planned structural BMPs and a plan and schedule for implementation

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

A potential structural BMP Retrofit list and implementation schedule is included in the Year 7 Annual Report found on the Town Stormwater webpage.