Year 7 Annual Report
Massachusetts Small MS4 General Permit
New Permittees
Reporting Period: July 1, 2024-June 30, 2025

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are publicly accessible

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2024 and June 30, 2025 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Cheshire

EPA NPDES Permit Number: MAR041243

Primary MS4 Program Manager Contact Information

Name: Jennifer Morse Title: Town Administrator

Street Address Line 1: Cheshire Town Hall

Street Address Line 2: 191 Church Street

City: Cheshire State: MA Zip Code: 01255

Email: jmorse@cheshire-ma.gov Phone Number: (413) 743-1690

Stormwater Management Program (SWMP) Information

SWMP Location (web address): https://storage.googleapis.com/juniper-media-library/56/2025/08/Cheshire%20Stormwater%20Management%20Plan%20NOEDIT%20SIGNED.pdf

Date SWMP was Last Updated: 7/6/2022

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

Part II: Self-Assessment

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

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.*

Annual Requirements

☒ Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice Requirements

☒ Kept records relating to the permit available for 5 years and made available to the public

☒ The SSO inventory has been updated, including the status of mitigation and corrective measures implemented

- ◉ This is not applicable because we do not have sanitary sewer
- ○ This is not applicable because we did not find any new SSOs
- ○ The updated SSO inventory is attached to the email submission
- ○ The updated SSO inventory can be found at the following publicly available website:

☒ Updated the outfall and interconnection inventory and priority ranking as necessary

- ◉ 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:

☒ Updated system map due in year 5 as necessary

☒ Provided training to employees involved in IDDE program within the reporting period

☒ Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters

☒ All curbed roadways were swept at least once within the reporting period

- ☒ Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- ☒ Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- ☒ Updated inventory of all permittee owned facilities as necessary
- ☒ O&M programs for all permittee owned facilities have been completed and updated as necessary
- ☒ Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- ☒ Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- ☐ Inspected all permittee owned treatment structures (excluding catch basins)

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

There are no permittee owned treatment structures. SWPPP was updated in 2025.

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

Annual Requirements

*Public Education and Outreach**

- ☒ Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☐ Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- ☒ Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

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

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The pet waste flyer was not distributed to dog owners at the time of license renewal in spring 2024, but this BMP will be reinitiated in 2025.

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

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted? Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state

- ○ Yes
- ◉ No

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

While no changes have been made, a state-wide TMDL for pathogens went into effect in 2024 and includes the Hoosic River.

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period**: 9

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

BMP:Pet Waste Flyer

Message Description and Distribution Method:

Pet Waste flyers were distributed at theTown Hall and posted on the website.

Targeted Audience: Residents

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Raise awareness, reduced fecal coliform pollution through pet waste

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

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

If yes, describe why the change was made:

BMP: Stormwater for Construction

Message Description and Distribution Method:

Massachusetts' DCR pamphlet "General Construction and Site Supervision Stormwater Tips" posted on town website.

Targeted Audience: Developers (Construction)

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Reduce pollution through improved construction best management practices.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

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

If yes, describe why the change was made:

BMP:Stormwater for Developers

Message Description and Distribution Method:

EPA's "What You Can Do as a Developer" pamphlet which provides information about stormwater pollution and encourages the use of low impact development. This is posted to the town website and is available from the building inspector.

Targeted Audience: Developers

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Increase awareness about stormwater and low impact development.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

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

If yes, describe why the change was made:

BMP:Stormwater for Industrial Facilities

Message Description and Distribution Method:

Brochure available on the town website.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Health Department

Measurable Goal(s):

Reduced pollution through improved industrial practices.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

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

If yes, describe why the change was made:

BMP:Stormwater Pollution Prevention for Small Residential Construction

Message Description and Distribution Method:

EPA's Stormwater Pollution Prevention for Small Residential Construction Sites provides ten recommendations on how to reduce stormwater pollution. This brochure is posted to the town's website.

Targeted Audience: Residents

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Raise awareness and encourage best management practices on small residential construction sites.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

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

If yes, describe why the change was made:

The Conservation Commission wanted to use the opportunity to inform contractors and residents about BMPs on residential construction sites which are the most common form of development in Cheshire.

BMP:Commercial Business Stormwater Flyer

Message Description and Distribution Method:

"How Businesses Can Use Pollution Prevention for a Cleaner Cheshire" informational flyer provides guidance for businesses about preventing pollution. This brochure is made available on the town's website.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Town Adminstrator's Office

Measurable Goal(s):

Increase awareness

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

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

If yes, describe why the change was made:

BMP:Homeowner's Guide to Septic Systems

Message Description and Distribution Method:

Septic System information, guidelines for homeowners to properly maintain their septic system. This guide is made available on the town website and through the health inspector's office.

Targeted Audience: Residents

Responsible Department/Parties: Town Administrator/Health Department

Measurable Goal(s):

Increased awareness and management of septic systems

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

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

If yes, describe why the change was made:

This outreach is an additional message not originally included in our NOI. It was added because all residents have private septic systems.

BMP:Homeowner's Flyer

Message Description and Distribution Method:

Stormwater Pollution Prevention Guide for Homeowners provides multiple tips for reducing the pollution entering the stormwater. This guide is made available on the town's website.

Targeted Audience: Residents

Responsible Department/Parties: Town Administrator's office

Measurable Goal(s):

Increase awareness about stormwater pollution and encourage best practices.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

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

If yes, describe why the change was made:

BMP:Lake Effect - For Those Living on the Lake

Message Description and Distribution Method:

"Be a Beneficial Lake Effect: Protecting Your Lake or Pond from Stormwater Pollution" is a MassDEP brochure that provides guidelines for homeowners and residents living near lakes and ponds on how to reduce stormwater pollution by minimizing nutrient and bacteria runoff through practices such as planting vegetation, proper waste disposal, and using low-phosphate products.

Targeted Audience: Residents that live adjacent or near Cheshire Reservoir

Responsible Department/Parties: Town Administrator's office

Measurable Goal(s):

Increase awareness about stormwater pollution and encourage best practices.

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:

This is an added message particularly to this targeted audience that was not originally included in our NOI.

BMP:[Message name here]

Message Description and Distribution Method:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

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:

Add an Educational Message

MCM2: Public Participation

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

Cheshire's SWMP is published on the town website with contact information available for public comment.

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

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

The Cheshire Conservation Commission held an open meeting to discuss the stormwater management regulations and the MS4 requirements.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

☒ This SSO section is NOT applicable because we DO NOT have sanitary sewer

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

Number of SSOs identified: 0

Number of SSOs removed: 0

Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified ***since the effective date of the permit (July 1, 2018)****.*

Total number of SSOs identified: 0

Total number of SSOs removed: 0

MS4 System Mapping

Percent of Phase II map complete: 40

Optional: Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

Piping information was added to the system map and this information is being checked and any corrections made in FY26 - Year 8. Any unmapped features will be added. Most of the storm sewer information such as diameter and material has been collected. Age of all the storm sewer pipes is not known and may be difficult to add.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- (•) No outfalls were inspected
- (•) The outfall screening data is attached to the email submission
- ( ) The outfall screening data can be found at the following website:

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

Number of outfalls screened: 4

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

Percent of outfalls screened: 100

Optional: Provide additional information regarding your outfall/interconnection screening:

The four outfalls that were identified by the DPW as the greatest concern were visited multiple times in Year 7 to collect a sample, but at no time was any discharge observed. Additional outfalls will be revisited in Year 8 to complete the dry weather screening. In Year 8, the goal is to complete the dry weather screening and initiate wet weather screening. Priority ranking will be revised based on updated information. In addition, the stormwater infrastructure map will be updated as far as budgeting constraints will allow. Berkshire Regional Planning Commission is providing assistance with piping and outfall updates and hosts the ArcGIS map. Any outfalls that do not exist or do not meet the MS4 permit "outfall" definition in that they are connecting pipes or the outfall does not discharge to a waterway will be removed. Piping connections will be corrected and any missing information captured.

Catchment Investigations

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

- (•) No catchment investigations were conducted
- ( ) The catchment investigation data is attached to the email submission
- ( ) The catchment investigation data can be found at the following website:

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

Number of catchment investigations completed this reporting period: 0

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

Percent of total catchments investigated: 0

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

No problem outfalls have been identified in Cheshire. The high priority ranked outfalls of greatest concern were visited and observed multiple times in Year 7 in wet and dry weather. These include outfall structure IDs: AT390, AT400, ING100 and ING 200 (data included with this annual report submission). At all visits, no discharge was observed at any of these outfalls so no sampling conducted. ING100 and ING200 outfalls discharge to a channel which outfalls to two two informal detention basins connected by a pipe before the open conveyance outfalls to Cheshire Reservoir. In high volume flows stormwater discharge is believed to reach Cheshire Reservoir. These outfalls are the best location to identify any concerns from this MS4 section served by stormwater infrastructure. As the stormwater infrastructure map is updated, any potential illicit discharges will recorded for further investigation. DPW is in the process of replacing all of the stormwater piping with plastic pipe. The DPW is frequently checks and inspects the catch basins.

IDDE Progress

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

- (•) No illicit discharges were found
- ( ) The illicit discharge removal report is attached to the email submission
- ( ) The illicit discharge removal report can be found at the following 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: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 gallons/day

Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed ***since the effective date of the permit (July 1, 2018)****.*

Total number of illicit discharges identified: 0

Total number of illicit discharges removed: 0

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

We have not yet formally identified any illicit discharges. During the stormwater system mapping and replacement of pipes, catchments are investigated for potential physical evidence of illicit discharge. Further assessments will be conducted in Year 8 to determine if there are any illicit discharges.

Employee Training

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

In addition to basic annual IDDE training of employees, the DPW Director attended a NPDES seminar through the Maintenance Superintendents Association (This was a three month virtual training with12 modules completed).

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: 0

Number of inspections completed: 0

Number of enforcement actions taken: 0

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

No permits were received during the Year 7 reporting period.

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

Ordinance or Regulatory Mechanism

As-built Drawings

Below, report on the number of as-built drawings received ***during this reporting period****.*

Number of as-built drawings received: 0

Optional: Enter any additional information relevant to the submission of as-built drawings:

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 4:

No changes have been made or planned to be made to local regulations and guidelines based on the report.

Green Infrastructure Report

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

No changes have been made or planned to be made to local regulations and guidelines based on the report.

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (must maintain a minimum of 5 sites in inventory until less than 5 sites remain):

1. Cheshire Senior Center
2. Cheshire Community House (former elementary school)
3. Cheshire Fire Department
4. Former Town Office Building (80 Church Street)
5. 39 Church Street (across from Fire Department)

6. Cheshire DPW Yard

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.d of the permit and the type of BMP(s) implemented. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

MCM6: Good Housekeeping

Catch Basin Cleaning

*Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins **during this reporting period**.*

Number of catch basins inspected: 226

Number of catch basins cleaned: 151

Total volume or weight of material removed from all catch basins: 9.8 cubic yards

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

Total number of catch basins: 226

If applicable:

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

No catch basin sump was more than 50% full during two consecutive routine inspections/cleaning events.

Street Sweeping

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

- (●) Number of miles cleaned: 37
- ( ) Volume of material removed: [Select Units]
- ( ) Weight of material removed: [Select Units]

Stormwater Pollution Prevention Plan (SWPPP)

Below, report on the number of site inspections for facilities that require a SWPPP completed ***during this reporting period****.*

Number of site inspections completed: 3

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

The SWPPP was updated in 2025. One inspection, conducted during a rain event, uncovered a leak in an above ground fuel tank which was promptly replaced.

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- (•) Not applicable
- ( ) The results from additional reports or studies are attached to the email submission
- ( ) The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

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.

Sites in the DPW yard & Transfer Station have been identified as potential locations for BMPs as this site is adjacent to the Hoosic River. Funding is being sought to cover the cost of the engineering, design and permitting phase of this project.

Year 8

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 8 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Continue public education and outreach program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Sweep all curbed roadways at least once within the reporting period
- Annual training to employees involved in IDDE program
- Clean catch basins in accordance with catch basin cleaning procedures to ensure that no catch basin is greater than 50% full
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspections of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Implement SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Enclose all road salt storage piles or facilities and implement winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements

Provide any additional details on activities planned for permit year 8 below:

Year 8 goals include finalizing dry weather screening, initiating wet weather screening and furthering improvements to the system map as far as budgetary constraints allow. Cheshire has contracted Berkshire Regional Planning Commission to provide support.

Part VI: Certification of Small MS4 Annual Report 2025

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: Jennifer Morse Title: Town Administrator

Signature: Jennifer Morse Digitally signed by Jennifer Morse Date: 2025.09.16 09:14:33 -04'00' Date:

[Signatory may be a duly authorized representative]

Note: When prompted during signing, save the document under a new file name.

Annual Report Submission

Please submit the form electronically via email to both EPA and MassDEP by clicking on one of the links below or using the email addresses listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.

EPA: stormwater.reports@epa.gov MassDEP: Stormwater.DEP@mass.gov

Paper Signature:

If you did not sign electronically above, you can print the signature page by clicking the button below.

Print Signature Page

Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.

Lock Form