



# TOWN OF OXFORD

**Town Manager**

*Jennifer M. Callahan*  
325 Main Street  
Oxford, MA 01540  
Phone (508) 987-6027 ext. 8  
[manager@oxfordma.us](mailto:manager@oxfordma.us)

September 21, 2023

**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 Judy Lochner, Conservation Agent 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 Oxford. 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.”

SIGNATORY per Part B.11 of Appendix B

Judy M. Callahan

Jennifer Callahan

Town Manager

September 21, 2023

[Date]