



Ms. Rhonda Poirier, Municipal Stormwater Coordinator  
Maine Department of Environmental Protection  
17 State House Station  
Augusta, ME 04333-0017

9/11/2019

Sent via email to [Rhonda.Poirier@maine.gov](mailto:Rhonda.Poirier@maine.gov)

**Subject: Southern Maine Stormwater Working Group Annual Report Permit Year 6  
July 1, 2018 through June 30, 2019  
General Permit for the Discharge of Stormwater from Small Municipal Separate Storm  
Sewer Systems (MS4s)**

Dear Ms. Poirier:

The Towns of York, Kittery, Eliot, South Berwick, and Berwick, Maine are each subject to the 2013-2018 General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4s), which has been administratively continued until 7/1/2020.

On behalf of these Towns, Integrated Environmental Engineering, Inc. (Integrated Environmental) is providing an Annual Report documenting the activities completed between July 1, 2018 and June 30, 2019, during Permit Year 6. The Annual Report can be found in Attachment A. It contains a summary of the activities completed to date. Changes to the Stormwater Program Management and/or changes to the Responsible Party are also listed for each required Best Management Practice (BMP).

Attachment B contains the required signatory certifications for this Annual Report.

As required by the General Permit, we are including in this transmittal a General Assessment of Compliance with the permit conditions.

**General Assessment of Compliance:** The Towns were in compliance with the General Permit except where noted in Attachment A.

**Monitoring Data:** No wet weather monitoring data was obtained this permit cycle. Any illicit discharge data collected is generally summarized under MCM 3 in Attachment A.

If you have any questions regarding this letter or the attachments, please contact Kristie Rabasca at 207.415.5830 or [krabasca@integratedenv.com](mailto:krabasca@integratedenv.com), or any of the following individuals:



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If you have any questions regarding this letter or the attachments, please contact Kristie Rabasca at 207.415.5830 or [krabasca@integratedenv.com](mailto:krabasca@integratedenv.com), or any of the following individuals:

Jessa Kellogg, Kittery Stormwater Coordinator: [jkellogg@kitteryme.org](mailto:jkellogg@kitteryme.org) or 207.439.0333  
Jess McQuade, Eliot Public Works Assistant: [jmcquade@eliotme.org](mailto:jmcquade@eliotme.org) or 207.439.9451  
Jon St. Pierre, South Berwick Public Works Director: [jstpierre@sbmaine.us](mailto:jstpierre@sbmaine.us) or 207.384.3300  
Steve Eldridge, Berwick Town Manager: [townmanager@berwickmaine.org](mailto:townmanager@berwickmaine.org) or 207.698.1101  
Leslie Hinz, York Stormwater Manager: [lhinz@yorkmaine.org](mailto:lhinz@yorkmaine.org) 207.363.1002

Sincerely,

***Integrated Environmental Engineering, Inc.***



Kristie L. Rabasca, P.E., LEED AP BD + C

Attachment A            Permit Year 6 Annual Report  
Attachment B            Town Certifications for the Permit Year 6 Annual Report

Cc (via email):

Jessa Kellogg – Town of Kittery  
Joel Moulton – Town of Eliot  
Jon St. Pierre – Town of South Berwick  
Steve Eldridge – Town of Berwick  
Leslie Hinz – Town of York

Jessa Kellogg, Kittery Stormwater Coordinator: [jkellogg@kitteryme.org](mailto:jkellogg@kitteryme.org) or 207.439.0333  
Jess McQuade, Eliot Public Works Assistant: [jmcquade@eliotme.org](mailto:jmcquade@eliotme.org) or 207.439.9451  
Jon St. Pierre, South Berwick Public Works Director: [jstpierre@sbmaine.us](mailto:jstpierre@sbmaine.us) or 207.384.3300  
Steve Eldridge, Berwick Town Manager: [townmanager@berwickmaine.org](mailto:townmanager@berwickmaine.org) or 207.698.1101  
Leslie Hinz, York Stormwater Manager: [lhinz@yorkmaine.org](mailto:lhinz@yorkmaine.org) 207.363.1002

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Joel Moulton – Town of Eliot  
Jon St. Pierre – Town of South Berwick  
Steve Eldridge – Town of Berwick  
Leslie Hinz – Town of York

# **ATTACHMENT A**

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**PERMIT YEAR 6 ANNUAL REPORT**

# Permit Year 6 Annual Report

*for the 2013 – 2018 General Permit for Discharges  
from Municipal Separate Storm Sewer Systems –  
Administratively Continued to 7/1/2020*

*Prepared for the Towns of*

**Berwick  
Eliot  
Kittery  
South Berwick, and  
York, Maine**

**September 2019**



12 Farms Edge Road  
Cape Elizabeth, Maine 04107  
Ph: 207-415-5830

[www.integratedenv.com](http://www.integratedenv.com)

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## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

### **BMP 1.1: Update and Implement Public Stormwater Awareness Plan**

*Measurable Goal 1.1.1* – The towns are cooperating on preparation of a Statewide Public Awareness Plan. The Plan is being written by the ISWG with input by the towns. ISWG has indicated that by December 2, 2013 they will submit the Statewide Public Stormwater Awareness Plan to raise awareness of stormwater issues such as the path stormwater runoff takes, sources of stormwater pollution and the impact that polluted stormwater runoff has in the community(s).

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>Measurable Goal 1.1.1 Implement Public Stormwater Awareness Plan</b>				
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>	
<b>Berwick South Berwick Eliot Kittery York</b>	<p>The SMSWG communities requested and received permission from the Maine DEP on 2/15/2018 to replace the Comcast online ads with Facebook Ads with goals to get 50 people to “Like” the SMSWG Facebook page. SMSWG committed to weekly posts from 2/20/2018 to 6/30/2018. (Note no television advertising was required during PY5).</p> <p>SMSWG also clarified that stenciling by public works could be completed if accompanied by public education messages related to stenciling on the Town websites (because it is not always possible</p>	<p>The Maine DEP issued guidance to MS4s indicating they should follow their PY4 public education plans during PY6, and contact Maine DEP if they would be deviating from any PY4 activities.</p> <p>On behalf of all SMSWG and ISWG, CCSWCD contacted the Maine DEP via email on 12/19/2018 and proposed adjusted activities for PY6. On 12/21/2018 the DEP approved of the following activities for general public awareness:</p> <p>“Each MS4 cluster (AVSWG, ISWG, and SMSWG) will coordinate an online media campaign in their region through the</p>		

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.1.1 Implement Public Stormwater Awareness Plan				
	Permit Year 5	Permit Year 6	Permit Year 7	
	to do stenciling with a public group).	<p>placement of ads on Facebook. Each cluster (AVSWG, ISWG, and SMSWG) will provide DEP with at least one Facebook ad authorized contact (name and email). The ducky ads will run for six months, from January through June 2019. Ads will be targeted to the identified awareness audience (men and women, ages 25-65+, who live in Maine). These ads will direct viewers via click-throughs to the Think Blue Maine website. This will be done in lieu of television advertising.”</p> <p>In addition, ISWG clarified and DEP agreed that no survey related activities needed to be completed, but that one additional awareness activity needed to be completed as was required in PY 4.</p>		
<b>Changes to Meas. Goal</b>	None	None		

*Measurable Goal 1.1.2* – Unless DEP responds in writing or verbally otherwise, then as of February 1, 2014 the Stormwater Awareness Plan is considered approved and implementation of the Stormwater Awareness Plan will begin within one week of approval. The details and schedule for implementation will be defined in the Plan. The implementation activities associated with the Awareness Plan will be documented under this Measurable Goal.

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 5	Permit Year 6	Permit Year 7	
<b>Berwick, South Berwick, Eliot, Kittery, and York</b>	<p><u>Television Advertising</u> Not required during PY5.</p> <p><u>Online Advertising – Statewide:</u> CCSWCD coordinated an online media campaign in the ISWG region through the placement of ads on Facebook. The devil ducky ad ran for six months, from January through June 2018. Ads were targeted to the identified awareness audience (homeowners, aged 35-55).</p> <p>The following online campaign data were provided Facebook: Reach: 15% Frequency: 3.1 Impressions: 35,149 Link clicks: 171 Click through rate: 0.49% compared to industry average of 0.04 to 0.08%)</p> <p>Based on analytical software installed on the Think Blue Maine website, hits during the online media campaign were more than nine times higher than hits during the previous 6-month period when the online ad campaign was inactive. Between January and June 2018, there were 1,399 visits to the Think Blue Maine website. Between July and December 2017, there were 153 visits.</p> <p><u>Online advertising - local</u> The online ad campaign to drive respondents to the statewide survey began on October 25 on the SMSWG Facebook page.</p>	<p><u>Television Advertising</u> Not required during PY6.</p> <p><u>Online advertising - local</u> A local online ad campaign was initiated on the SMSWG FB page targeting college-graduates, age 25 to 65 who use Facebook (note it was not possible to select the 35 to 55 age group, nor was it possible to further refine the geographic reach to just the urbanized areas, so this broader age group was used for the ad), and reside in Berwick, Eliot, Kittery, South Berwick or York. The ad started on 12/29/2018 and ran through 6/30/2019. The ad contained an embedded Ducky Ad (the first ad) and contained a link to the ThinkBlue Maine Website, with the sentence: “ It’s up to us to keep our water clean. Only rain down the storm drain ThinkBlueMaine.org”</p> <p>The Reach was estimated based on census data showing 13,000 people aged 35 to 55 reside in the five SMSWG towns: Reach: 39% (5,107 people reached in target audience/ 13,000 living in the towns). This reach is likely over estimated because some of the 5,107 people were likely outside the age demographic targeted in the plan.</p>		

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>The Duckie I ad was also loaded to the Facebook page and was promoted through paid advertising to reach the target audience living in the Kittery Maine area (+/- 20 miles). As of 1/23/2018, 123 people had been reached, as of 7/1/2018, 2,500 people had been reached (last day of paid promotion was 6/30/2018).</p> <p>In addition to the Duckie Ad, a link to the ThinkBlue Maine.org website was posted, and periodic additional posts were made to keep the pages fresh.</p> <p>Weekly posts began the week of 2/20/2018 as agreed to with Maine DEP. A few weeks were missed because of vacation, but additional posts were made in the days before and after the vacation weeks. However, 23 posts were made over the 19 weeks between 2/20/2018 and 6/30/2018. The majority of the posts were just before and just after public education events to either promote the event or provide post event updates.</p> <p>By 6/30/2018, The SMSWG Facebook page had 52 “Likes”</p> <p><i>Two Awareness activities:</i> The Towns selected poster hanging and stenciling as their two additional awareness activities.</p> <p><u>Posters:</u> The Towns maintained posters at select locations as described in BMP 1.1.3.</p>	<p>Frequency: 3.1 Impressions: 10,397 Link clicks: 371 Click through rate: 3.6% compared to industry average of 0.04 to 0.08%)</p> <p><u>One awareness activity:</u></p> <p><u>Posters:</u> The Towns maintained posters at select locations as described in BMP 1.1.3.</p> <p><u>Additionally Required by Maine DEP:</u> Weekly Facebook posts continued through PY6.</p> <p>A few weeks were missed because of vacation, but additional posts were made in the days before and after the vacation weeks. However, 57 posts were made over the 52 weeks between 7/1/2018 and 6/30/2019.</p> <p>By 6/30/2019, The SMSWG Facebook page had 140 “Likes”</p>		

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>During PY5, the Towns were required to conduct one additional awareness activity beyond the posters.</p> <p>The additional awareness activities are described in 1.1.3.</p>			
<b>Changes to Meas. Goal</b>	None	None		

*Measurable Goal 1.1.3* –The Towns of Berwick, South Berwick, Eliot and Kittery will also continue to implement select awareness activities that they began in the 2008-2013 Permit cycle. Activities include:

- Maintaining a link to [www.thinkblumaine.org](http://www.thinkblumaine.org) on municipal website;
- Promoting their approved public event (see BMP 2.2 Host Public Events)
- Maintain posters and/or flyers at public buildings (this activity fulfills the Awareness Plan requirements)

Promotion of the public event is described in BMP 2.2 (Targeted Behavior Change).

The following table describes where the [www.thinkblumaine.org](http://www.thinkblumaine.org) website link is located from the municipal website, and where the Town keeps posters and flyers. There were no changes to this Measurable Goal.

<b>Measurable Goal 1.1.3 Implement Select Awareness Activities</b>					
	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Berwick</b>	A stormwater page is available as a link from the Planning Department Webpage. The page provides a general description of the MS4 program, has links to the Towns annual reports and plans, and links to the ThinkBlueMaine, YardScaping, and SMSWG websites and the SMSWG Facebook page.	<p>The Berwick Website was updated and the Stormwater Page with links to the ThinkBlueMaine, YardScaping, and SMSWG websites and the SMSWG Facebook page is available here:</p> <p><a href="https://www.berwickmaine.org/departments/community_develo">https://www.berwickmaine.org/departments/community_develo</a></p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.1.3 Implement Select Awareness Activities					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p><a href="https://www.berwickmaine.org/index.asp?SEC=9E20D818-106F-4E9D-B2E9-323AF17E66C4&amp;Type=B_BASIC">https://www.berwickmaine.org/index.asp?SEC=9E20D818-106F-4E9D-B2E9-323AF17E66C4&amp;Type=B_BASIC</a></p> <p>Follow the Flow Posters were placed at the same locations as Permit Year 1.</p> <p>The Town also stenciled many catch basins beginning in June 2018 into July 2018. The Town placed a notice on their facebook page describing the stencil and its purpose, and received over 80 "likes" and 26 "shares". Few other posts received so many likes and shares.</p>	<p><a href="#">pment planning /ms4 storm water information.php</a></p> <p>Follow the Flow Posters were located at: Town Hall, Transfer Station, Noble Middle School, Rec Fields and the Public Library.</p>			
<b>South Berwick</b>	<p>A stormwater page is available as a link from the Public Works Webpage. The page describes the General Permit requirements, and has links to the ThinkBlueMaine, and YardScaping websites as well as annual reports, the SMSWG 5-year plan, and other articles. <a href="http://www.southberwickmaine.org/departments/public_works/stormwater_and_yardscaping.php">http://www.southberwickmaine.org/departments/public_works/stormwater_and_yardscaping.php</a></p> <p>The Town's Conservation Commission Website also has links to pertinent stormwater information: <a href="http://www.southberwickmaine.org/agendas_and_minutes/conservation_committee/index.php">http://www.southberwickmaine.org/agendas_and_minutes/conservation_committee/index.php</a></p>	<p>The stormwater page is still available using the link provided in Permit Year 5, and the Town's Conservation Commission Website still contains pertinent stormwater information.</p> <p>Posters are still located at Town Hall, Transfer Station, Community Center and the Library.</p> <p>The Town still maintains YardScaping Fact Sheets at Town Hall.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.1.3 Implement Select Awareness Activities					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>Posters were placed in town hall, the transfer station, community center and Library.</p> <p>The Town also stenciled 25 catch basins on Willow Street and approximately 45 catch basins in the Old Mills Area. The Town placed a notice on their website describing the stencil and its purpose. <a href="http://www.southberwickmaine.org/newslst.php">http://www.southberwickmaine.org/newslst.php</a></p> <p>The Town Hall also maintains a full set of Fact Sheets for the YardScaping Program (courtesy of the Conservation Commission because of the municipal awareness activities reported on in BMP 1.3.1.</p>				
<b>Eliot</b>	<p>The Town's website was re-organized and both the Planning Department page and Public Works page link to a dedicated Stormwater Page.</p> <p>The Planning Department also created a fact sheet for stormwater for the general public. <a href="https://www.eliotmaine.org/planning-department/pages/stormwater-information">https://www.eliotmaine.org/planning-department/pages/stormwater-information</a></p>	<p>The links from PY5 for the Planning Department and Public Works Department stormwater information are still valid.</p> <p>Follow the Flow posters are posted at the same locations as in PY1.</p> <p>The Town Hall also continues to maintain a full set of fact sheets</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.1.3 Implement Select Awareness Activities					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>The main Stormwater Page describes the stormwater program in general, contains all the annual reports and plans, as well as links to the ThinkBlueMaine website, YardScaping website, and SMSWG Facebook page and website.  <a href="https://www.eliotmaine.org/public-works/pages/stormwater">https://www.eliotmaine.org/public-works/pages/stormwater</a></p> <p>Follow the Flow posters are posted at the same locations as in PY1.</p> <p>The Town Hall also maintains a full set of fact sheets for YardScaping in Town Hall, accessible to the public.</p> <p>The Town also stenciled catch basins in approximately 90% of the urbanized area. The Town placed a notice on their website describing the stencil and its purpose.</p>	<p>for YardScaping in Town Hall, accessible to the public.</p>			
<b>Kittery</b>	<p>Posters were placed in the same locations as during PY4.</p> <p>The Town’s website was also updated, and now includes a hotline to report illicit discharges as well as a general description of the stormwater program, the MS4 General Permit, Kittery Responsibilities, and the links to the thinkblue maine and Yardscaping, the SMSWG Facebook page and website, and</p>	<p>Posters were placed in the same locations as during PY4 and 5: Town Hall, post offices (Kittery and Kittery Point), recreation center, transfer station, Beach Pea, Golden Harvest grocery store and Fort Foster, and the Rice Library.</p> <p>The Town’s stormwater pages still include a hotline for illicit</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.1.3 Implement Select Awareness Activities					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>other items.  <a href="https://kitterystormwater.weebly.com/">https://kitterystormwater.weebly.com/</a></p> <p>The Stormwater Coordinator also stenciled catch basins with 10 sophomore high school students on 5/3/2018 in and around Emery Field. The Conservation Law Foundation Baykeeper also attended the event.</p> <p>The students also prepared a public service announcement video, using footage from the event. The Public Works Employee who conducts catch basin cleaning was interviewed for the PSA.</p> <p>The PSA is available on YouTube, and was published on the Facebook page. The link to the video is <a href="https://youtu.be/xlzz6yTWmvQ">https://youtu.be/xlzz6yTWmvQ</a> and can be found on the front page of the Town’s Stormwater website, <a href="https://kitterystormwater.weebly.com/">https://kitterystormwater.weebly.com/</a>. The Stormwater/MS4 page is accessed from the official Public Works website <a href="http://www.kitteryme.gov/public-works">http://www.kitteryme.gov/public-works</a>.</p> <p>Follow the Flow posters were placed at the following locations: Town Hall, post offices (Kittery and Kittery Point), recreation center, transfer station, Beach</p>	<p>discharges, and descriptions of the stormwater program, MS4 General Permit and links to related stormwater items.</p> <p><a href="https://kitterystormwater.weebly.com/">https://kitterystormwater.weebly.com/</a></p> <p>The Stormwater Coordinator also stenciled approximately 50 catch basins with 4 high school students and a few teachers on 5/28/2019 in and around Admiralty Village.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.1.3 Implement Select Awareness Activities					
	Permit Year 5	Permit Year 6	Permit Year 7		
	Pea, Golden Harvest grocery store and Fort Foster, and the Rice Library.				
<b>York</b>	<p>A link to <a href="http://www.thinkbluemaine.org">www.thinkbluemaine.org</a> is provided on the Community Development/Stormwater MS4 web page.</p> <p><a href="http://www.yorkmaine.org/190/Stormwater">http://www.yorkmaine.org/190/Stormwater</a></p> <p>Follow the Flow posters were placed at the following locations: Town Hall lobby, transfer station and public library bulletin board.</p> <p>The Town also stenciled 6 catch basins in Short Sands Beach Area, and 4 other catch basins that had reported yard waste dumped. Additional stenciling is planned for July and August 2018. The Town placed a notice on their website describing the stencil and its purpose.</p>	<p>A link to <a href="http://www.thinkbluemaine.org">www.thinkbluemaine.org</a> is provided on the Community Development/Stormwater MS4 web page.</p> <p><a href="http://www.yorkmaine.org/190/Stormwater">http://www.yorkmaine.org/190/Stormwater</a></p> <p>Follow the Flow posters were placed at the following locations: Town Hall lobby, transfer station and public library bulletin board.</p> <p>In the Short Sands Beach area, 5 basins were stenciled on 8/13/2018 and 14 basins were stenciled on 8/20/2018. The Town’s website still maintains a description of the stenciling. The Town Manager attended the stenciling on 8/13 and posted a “Selfie’s with Steve” picture with the stencil and Stormwater Manager. The posting on the Town’s factbook page included a description of the purpose of the stencil and a link to the Think Blue Maine website.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

<b>Measurable Goal 1.1.3 Implement Select Awareness Activities</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Changes to Meas. Goal</b>	None	None	None		

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

### **BMP 1.2: Develop and Implement Municipal/Permit Stormwater Awareness Plan.**

*Measurable Goal 1.2.1* – By January 6, 2014 submit a Municipal/Permit Awareness Plan to raise awareness of stormwater issues including MS4 permit requirements targeting municipal employees, elected officials and volunteers within municipal government.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Stormwater Coordinator

York – Stormwater Manager/ Shoreland Resource Officer

Assisted by third party contractor (Plan implementation and reporting),  
and ISWG (Plan development)

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>1.2.1 Develop Municipal Awareness Plan</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	The Plan was updated to reflect the Town Manager was the responsible person.	No changes to the Plan this permit year.			
<b>South Berwick</b>	No changes to the Plan this permit year.	No changes to the Plan this permit year.			
<b>Eliot</b>	The Plan was updated on 10/3/2017 and provided to the DEP to reflect there is no more Sewer Commission in the Town.	No changes to the Plan this permit year.			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	The Plan was also updated on 2/27/2018 to reflect personnel changes (State Stormwater coordinator change and Planning Assistant changed.)				
<b>Kittery</b>	No changes to the Plan this permit year.	No changes to the Plan this permit year.			
<b>York</b>	No changes to the Plan this permit year.	No changes to the Plan this permit year.			
<b>Changes to Meas. Goal</b>	None	None			

*Measurable Goal 1.2.2* –Implementation of the Municipal/Permit Awareness Plan will begin within one week of approval.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Stormwater Coordinator

York – Stormwater Manager / Shoreland Resource Officer

Assisted by third party contractor (Plan development, implementation and reporting)

<b>Measurable Goal 1.2.2 Implement Municipal Awareness Plan</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	The Town’s Consultant met with the Board of Selectmen on 3/6/2018 to review the existing and proposed future permit requirements. Based on the interactions, the BOS is very aware	The Town Manager shared the results of bids for MS4 capital improvements with the Board of Selectmen on 2/12 and 2/19/2019. The Selectmen Based			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.2.2 Implement Municipal Awareness Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>that the MS4 program is a clean water act program that must be implement.</p> <p>A new Code Enforcement Officer was hired and started work on 2/7/2018. The Fact Sheet was updated and provided to the Code Officer in a 1-hour meeting on 2/28/2018. The Construction, Post-Construction and IDDE elements of the MS4 program were reviewed during the meeting, with a focus on the Code Officers role in these elements. The Planning Board Assistant reviewed the Fact Sheet and MS4 program with the Planning Board on 2/15/2018. The Board did not have a lot of questions, one member pointed out the recent capital project to improve outfalls 5 and 6 was an MS4 project. Based on the brief discussion, the Planning Board was aware of the program.</p>	<p>on their interactions, the BOS is very aware of the MS4 program and its goals.</p> <p>The Planning Board discussed the MS4 program and Town’s Low Impact Development requirements on 3/21/2019 for two development sites. The Board regularly discusses the MS4 program as part of its regular review of the development sites, and is very aware of the MS4 program.</p> <p>Two new code enforcement officers were hired and were provided with an updated Fact Sheet and description of their duties on 3/20/2019 and the Planning Assistant reviewed the information with them.</p> <p>Staff and Boards are very aware of their MS4 roles.</p>			
<b>South Berwick</b>	<p>The Town’s Consultant met with the Town Council on 2/13/2018 to review the existing and proposed future permit requirements. Based on the interactions, the Council is very aware that the MS4 program is a clean water act program that must be implement.</p>	<p>The Town Manager, Planning Board and Town Council were reminded of the MS4 program on numerous occasions throughout Permit Year as they reviewed finalization of the new Police station and the underdrained</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.2.2 Implement Municipal Awareness Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>The Chair of the Conservation Commission was contacted via email on 1/22/2018. The email offered to come to a meeting and provide a presentation on the MS4 program and included an updated fact sheet. A meeting was held on 2/20/2018 and resulted in the Conservation Commission placing a display board in Town hall for the Yardscaping Handouts.</p> <p>The Town's consultant met with the Planning Board on April 18, 2018 to review a new Police Station design. The Board requested the presence of the consultant to review the design because they were very aware of the Town's MS4 status.</p>	<p>biofilter was installed there to be consistent with the goals of the MS4 program (the biofilter was not required).</p> <p>The Town's consultant met with the Conservation Commission on 2/20/2019 and provided an overview of the MS4 program and discussed future public education program requirements. The Conservation Commission has just 3 members, but has a robust road-side cleanup program and is interested in cooperating on future road-side cleanups.</p> <p>Staff and Boards are very aware of their MS4 roles.</p>			
<b>Eliot</b>	<p>Although no meeting was required to be held with the Budget Committee or Select Board, the Select Board Chair held a special joint workshop on 5/31/2018 to review the MS4 budget. The budget was recommended for inclusion on the Town Warrant, and the Town residents voted to approve the MS4 budget.</p> <p>A meeting was held with the new Town Planner on 3/6/2018 to review the MS4</p>	<p>The Joint Budget Committee and Select Board meeting was held on 1/17/2019. The \$200,000 budget for stormwater (capital/maintenance and other MS4 work) was recommended by the Budget Committee and Select Board and was approved by the voters on the 6/11/2019 warrant.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.2.2 Implement Municipal Awareness Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>program and roles, responsibilities and processes. The Town Manager, Public Works Director, Code Officer and Town's Consultant were present. The new Town Planner has been engaged in MS4 activities since the meeting, including providing the MS4 fact sheet to the Planning Board on 4/3/2018. The Planning Board was engaged in conversation about the fact sheet.</p> <p>The Chair of the Conservation Commission was contacted via email on 1/22/2018 (in addition to the 9/8/2017 contact reported in PY4).</p> <p>The email offered to come to a meeting and provide a presentation on the MS4 program, and included an updated fact sheet (noting the Planner is gone and providing a brief update on the next MS4 General Permit). No response was received.</p>	<p>A meeting was held on 11/28/2018 with new Town Planner and Code Enforcement Officer to review the MS4 program, roles, responsibilities and processes. The Town's consultant facilitated the meeting, the Public Works Director and Planning Administrative Assistant attended.</p> <p>On 12/18/2018, the Planner reviewed the Stormwater factsheet with the Planning Board.</p> <p>On 3/13/2019 the Town's Consultant met with the Conservation Commission to review the activities completed as part of the MS4 program. In particular collaboration on future public education and participation programs were discussed including beach cleanups. Staff and Boards are very aware of their MS4 roles.</p>			
<b>Kittery</b>	<p>The Stormwater Coordinator met with the Conservation Commission on 3/15/2018 for one hour, and provided the UA map and the latest stormwater fact sheet. The members were</p>	<p>The Stormwater Coordinator prepared a 2-page report on the MS4 program for the Town Council, and the Town's Consultant reviewed that and an</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.2.2 Implement Municipal Awareness Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>engaged and understood the permit well.</p> <p>The Stormwater Coordinator did meet with the Shellfish Committee on 1/24/2018. There are no new plans to open shellfish beds. The Committee was aware of the MS4 program and had no questions.</p> <p>The Stormwater Coordinator provided the Planning Board a report on the MS4 program on 4/26/2018. She spoke for 20 minutes. All board members were engaged and asked questions about the Permit that suggested they knew their roles as Planning Board Members.</p> <p>The Town's Consultant and Stormwater Coordinator presented an MS4 update to Town Council and Town Manager at their 4/23/2018 meeting.</p> <p>There were no new staff that required MS4 information.</p>	<p>updated fact sheet with the Council on 4/22/2019.</p> <p>The Stormwater Coordinator provided a fact sheet, stormwater brochure, Urbanized area map and notice of a DMR shoreline survey to the Shellfish Committee Chari who is new on 4/9/2019 via email. She offered to meet with the Committee, but was not able to. The remaining Committee members were all on the Board last year when she met with them.</p> <p>The Stormwater Coordinator provided the Planning Board a report on the MS4 program on May 23, 2019. The Board members were engaged and asked questions about the Permit that suggested they knew their roles as Planning Board Members. Staff are very aware of their MS4 roles.</p>			
<b>York</b>	<p>The Stormwater Manager provided an MS4 update to the:</p> <p>Board of Selectmen on 12/10/2017 (with Cape Neddick River Watershed Plan update)</p>	<p>The Town's Consultant provided an MS4 update to the Board of Selectmen on 5/20/2019. The Board members were engaged and asked relevant questions.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.2.2 Implement Municipal Awareness Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>Planning Board on 5/11/2018 and 6/1/2018 (Comprehensive Plan Stormwater and Water Quality update)</p> <p>Shellfish Warden in June 2018</p> <p>The Conservation Commission has not met in many months and so the Stormwater Manager did not meet with them.</p> <p>All parties that met with the Stormwater Manager were engaged in the discussions and indicated they understand the MS4 program</p>	<p>On 1/24/2019, the Planning Board discussed the MS4 requirements as part of their review of a new subdivision which will require a stormwater maintenance agreement. In addition, one planning board member emailed the Planner and Stormwater Manager asking for courses on LID and stormwater in general to inform his understanding of the issues. Generally, the Planning Board is very aware of the MS4 program and its role.</p> <p>The Conservation Commission is still not active, so no updates were provided. Staff and Boards are very aware of their MS4 roles.</p> <p>All parties that met with the Stormwater Manager were engaged in the discussions and indicated they understand the MS4 program.</p>			
<b>Changes to Meas. Goal</b>	The Berwick Municipal Awareness Plan was revised to reflect that no Conservation Commission is active in town, and the Downtown Vision Committee has disbanded.	None			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

### **BMP 1.3: Continue Targeted Best Management Practices Adoption efforts from previous MS4 permit cycle.**

*Measurable Goal 1.3.1* – In Permit Years 1-7, the Towns of Berwick, South Berwick, Eliot and Kittery will continue to select BMP adoption activities identified in the previous permit cycle’s BMP Adoption Plan. Activities include:

- Send out email, newspaper or newsletter communication to reinforce the message of YardScaping and
- Maintain links on municipal websites to the YardScaping website hosted by CCSWCD or the Maine Board of Pesticides; and
- Continue to work with school groups or watershed groups in a cooperative manner to promote YardScaping.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Stormwater Coordinator

Assisted by third party contractor (implementation and reporting)

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>
<b>All Towns</b>	Same as PY 1: Work with school groups and watershed groups to promote YardScaping concepts is described in Measurable Goal 2.2.1 Host Public Events.  All Towns also sent out emails to select distribution lists to promote the YardScaping Workshops.	Same as PY5	
<b>Changes to Meas. Goal</b>	None	None	

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

### **BMP 1.4: Update and Implement BMP Adoption Plan**

*Measurable Goal 1.4.1* – By November 1, 2013 submit an updated Targeted BMP Adoption Plan to encourage targeted audience to adopt or practice specific BMPs that will reduce stormwater pollution.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>Measurable Goal 1.4.1 Update Targeted BMP Adoption Plan</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	No work required this Permit Year.	The Towns received guidance from the DEP to follow Permit Year 4 plan activities in Permit Years 6 and 7. The Towns are following the Permit Year 4 plan which requires 5 YardScaping Workshops, 3 Point of Sale contacts and attendance at 3 booths.			
<b>South Berwick</b>					
<b>Eliot</b>					
<b>Kittery</b>					
<b>York</b>					
<b>Changes to Meas. Goal</b>	None	None			

*Measurable Goal 1.4.2* – Unless DEP responds in writing or verbally otherwise, then as of January 15, 2014 the BMP Adoption Plan is considered approved and implementation of the Plan will begin. A detailed schedule for activities to be completed will be included in the Plan. Implementation of the Plan will be tracked under this Measurable Goal.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Stormwater Coordinator

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

York – Stormwater Manager / Shoreland Resource Officer

Assisted by third party contractor (Plan development, implementation and reporting)

The following is a summary of the activities completed for the elements identified in the Plan.

<b>Measurable Goal 1.4.2 Implement Targeted BMP Adoption Plan</b>					
<b>Plan Element</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Refine materials to be used.</b>	<p>The Tick and mosquito fact sheets were completed.</p> <p>No other work completed.</p>	<p>The Tick and mosquito fact sheets were updated again after review by CCSWCD to be a one-page handout (they were previously 2 pages).</p>			
<b>YardScaping/ Lawns to Lobsters Workshops – Attendance/ Process Indicators</b>	<p>The SMSWG communities held 5 workshops this permit year, reaching 77 individuals.</p> <p>The posters for the workshops were placed at all five Town Halls, and the following additional advertising was conducted</p> <p>SMSWG Facebook page and events calendar.</p> <p>Kittery: News blast on Town’s homepage and Public Works page.</p> <p>Eliot: Library, Post office, transfer station, Police and Fire departments, and schools.</p> <p>South Berwick: Library, transfer station, post office, and schools</p>	<p>The SMSWG communities held 6 workshops this permit year reaching 98 individuals.</p> <p>75 surveys were returned at the end of the workshops, and of those, 57 people planned to implement one or more of the practices they learned about.</p> <p>Advertising was conducted on the SMSWG Facebook page, in the Sentinel (Local paper) and via e-mail blasts by co-hosts of workshops.</p> <p>Many local commercial places do not have space for posters, so poster placement was not attempted in public spaces except for Town Halls. This did not affect attendance.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.4.2 Implement Targeted BMP Adoption Plan					
Plan Element	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>Berwick: Posters at Noble middle school, rec fields, and library, announcement on Stormwater webpage</p> <p>For the York Lawns to Lobsters, the Chamber of Commerce advertised the program, and the local newspapers picked up the event.</p>	<p>Follow-up with attendees from Permit Year 5 workshops was also completed during Permit Year 6. Of the 54 people we had contact information for, 37 had planned to change their behavior (based on the end-of workshop survey), 18 follow-up surveys were received and 14 people actually adopted a practice.</p>			
<b>YardScaping/ Lawns to Lobsters Booths</b>	<p>The Towns also attended the Eliot Festival Days on 9/30/2017 by handing out Yardscaping Pledge sheets and signs, Good Bug/Bad Bug sheets, and Bee Garden flyers (the booth was co-attended by the Eliot Garden Club). Eight people signed the YardScaping Pledge and took away handouts. Despite a damp rainy day, approximately 15 people stopped by the booth.</p> <p>The Towns attended a booth at a social hour at the Cliff House in York to promote both the Lawns to Lobsters and YardScaping Program and upcoming workshops. Despite a busy area</p>	<p>The Towns attended the following booths:</p> <ol style="list-style-type: none"> <li>1. Marketfest 9/22/2018 Lawns to Lobsters brochures (5 handed out) Lawns to Lobsters yard signs (7 handed out) rulers (2 handed out) bags (5 handed out) and handouts (4 handed out). Approximately 25 people stopped by the booth and were engaged in conversation.</li> <li>2. Harvestfest 10/13/2018 Lawns to Lobsters brochures (0 handed out) Lawns to Lobsters yard signs (0 handed out) rulers (4 handed out) bags (12 handed out). Approximately 15 people stopped</li> </ol>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.4.2 Implement Targeted BMP Adoption Plan					
Plan Element	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>with lots of passers by, only one person stopped at booth and engaged in conversation.</p> <p>A booth was also set up at the York election polls on 6/12/2018 with the York Sewer District. Approximately 16 people stopped by, 9 took yard signs, 4 took tote bags and only 4 actively engaged in conversation about the Lawns to Lobsters program.</p>	<p>by the booth and were engaged in conversation.</p> <p>3. Kittery Block Party 6/15/2019 approximately 50 potted plants were handed out to passers by. Many collected handouts and approximately 20 bags were distributed, but few yard signs were accepted. Approximately 130 people stopped by the booth and 100 were engaged in conversation.</p>			
<b>YardScaping/ Lawns to Lobsters Point of Sale</b>	<p>Point of Sale outreach to Kittery Ace Hardware, York Eldredge Lumber and Salmon Falls Garden Center continued and Eliot Agway was added. All locations were provided with flyers and yard signs.</p>	<p>Point of Sale outreach to Kittery Ace Hardware, York Eldredge Lumber, Salmon Falls Garden Center (Berwick), and Eliot Agway continued.</p> <p>All locations were provided with handouts. Salmon Falls Garden Center did not want signs this year, but said customers do like the handouts.</p> <p>Additionally, in August 2018, the York Stormwater Manager provided ~20 tote bags, lawn signs and brochures to the Rocky Acre Farm Stand.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.4.2 Implement Targeted BMP Adoption Plan					
Plan Element	Permit Year 5	Permit Year 6	Permit Year 7		
Changes to Plan	None	None			

### **BMP 1.5: Develop and Implement Enhanced Outreach in Priority Watershed Plan**

*Measurable Goal 1.5.1* – By July 1, 2014 submit a draft plan on how to meet either permit requirement H.1.a.iv.1 or H.1.a.iv.2.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Stormwater Coordinator

York – Stormwater Manager / Shoreland Resource Officer

Assisted by third party contractor (Plan development, implementation and reporting)

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

Measurable 1.5.1 Develop Enhanced Outreach Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
Berwick	See Measurable Goal 1.5.2 for plan update.	On behalf of ISWG and SMSWG, the SMSWG consultant provided the DEP with two sets of proposed activities for PY6 via email on 12/18/2018. One proposed set of actions would be implemented if the DEP opposed the proposed Coal Tar Ban, the other would be implemented if the DEP supported the Coal Tar Ban. The DEP accepted the proposed activities on			
South Berwick					
Eliot					
Kittery					
York					

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable 1.5.1 Develop Enhanced Outreach Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
		<p>12/21/2018 and asked that the MS4s provide a check-in mid-March in the event no decision had been made on whether DEP would support or oppose the Bill.</p> <p>DEP did support the bill. The MS4s notified the DEP stormwater contacts of this on 2/22/2019.</p> <p>Measurable Goal 1.5.2 provides details of the proposed activities and how they were implemented.</p>			
<b>Changes to Meas. Goal</b>	None	None			

*Measurable Goal 1.5.2* – by November 1, 2014 submit a final plan. Unless DEP responds in writing or verbally otherwise, then as of January 5, 2015 the Targeted Outreach in Priority Watershed Plan is considered approved and implementation will begin. A schedule for implementation will be included in the Plan. Implementation will be tracked under this Measurable Goal.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

Measurable Goal 1.5.2 Implement Enhanced Outreach Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
Berwick	<p>Because LD 1235 failed, the Towns proposed an updated set of tasks to complete for PY 5 to the Maine DEP on 10/12/2017. The DEP responded on 1/30/2018</p>	<p>Because the DEP supported the Bill, the following actions were taken:</p> <p>1. The Towns offered to meet with the bill's sponsor Matthea Daughtry via email on 12/28/2018 and 3/4/2019. Ms. Daughtry could not meet, but did call on 3/5/2019 in</p>			
South Berwick					
Eliot					
Kittery					
York					

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.5.2 Implement Enhanced Outreach Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
	that the proposed activities were acceptable.	<p>preparation for testimony on 3/7/2019.</p> <p>2. The USGS study of runoff in Augusta from coal tar-coated parking lots and non-coal-tar coated parking lots was not published due to a lack of funding. The Towns coordinated with the USGS on several occasions between 11/30/2018 and 3/6/2019 to ensure their data tables and figures from the 2017 testimony were accurate. The communications included emails to the Maine DEP to inform them of the USGS study in Augusta.</p> <p>3. CCSWCD updated the Coal Tar Fact Sheet, and provided it to legislators at the MEWEA legislative breakfast 2/28/2019 along with a copy of the bill. The Towns' consultant announced the bill to the attendees and referenced the handouts.</p> <p>4. Both CCSWCD (on behalf of ISWG) and the Town's consultant testified neither for nor against the bill, but provided the ENR Committee members information about the environmental and health effects of Coal Tar Sealants. The Town's consultant reviewed the USGS data</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 1.5.2 Implement Enhanced Outreach Plan					
	Permit Year 5	Permit Year 6	Permit Year 7		
		<p>tables and figures in detail for the committee.</p> <p>5. The Coal Tar Bill passed the ENR Committee with a recommendation “Ought to Pass”, and passed the House, but failed in the Senate during its first vote. The Bill passed both the House and Senate in subsequent votes.</p> <p>6. The Coal Tar Bill passed in the legislature and was signed into Law by the Governor.</p>			
Comprehensive Review	A Final Assessment was prepared and submitted to the Maine DEP on 7/19/2018.				
Changes to Meas. Goal	None	None	None		

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

### **BMP 2.1: Public Notice Requirement**

*Measurable Goal 2.1.1* – The York County MS4s will follow state and local Public Notice requirements for their Stormwater Management Program Plans and Notices of Intent (NOIs) to comply with the Permit. Copies of the NOIs and plans will be made available on each of the towns’ web sites.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	No work required this permit year.	No work required this Permit Year			
<b>South Berwick</b>	No work required this permit year.	No work required this Permit Year			
<b>Eliot</b>	When the Town website was updated, the SWPMP, NOI, and historic annual reports were placed on the Town’s stormwater page (linked from Public Works page).	No work required this Permit Year			
<b>Kittery</b>	No work required this permit year.	No work required this Permit Year			
<b>York</b>	The SWPMP was moved to the new York Stormwater webpage.	No work required this Permit Year			
<b>Changes to Meas. Goal</b>	None	None			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

*Measurable Goal 2.1.2* – The York County MS4s will follow state and local Public Notice requirements when involving stakeholders in the implementation of the Small MS4 General Permit.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.:

<b>Measurable Goal 2.1.2 Public Notices</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	No public notices required this permit year.	No public notices required this permit year.			
<b>South Berwick</b>	No public notices required this permit year.	No public notices required this permit year.			
<b>Eliot</b>	No public notices required this permit year.	No public notices required this permit year.			
<b>Kittery</b>	No public notices required this permit year.	No public notices required this permit year.			
<b>York</b>	No public notices required this permit year.	No public notices required this permit year.			
<b>Changes to Meas. Goal</b>	None	None			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

### BMP 2.2: Host Public Events

*Measurable Goal 2.2.1* – The York County MS4s will annually host/conduct or participate in at least one public event (either jointly or individually) such as storm drain stenciling, stream clean-up, household hazardous waste collection day, volunteer monitoring, neighborhood educational events with a pollution prevention, water quality or environmental theme, conservation commission outreach program, Urban Impaired Stream outreach program, or adopt a storm drain or local stream program. The target audience will be adults living in the Urbanized Area of the Towns. The message will be tailored to best reach the target audience given the characteristics of the public event.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Stormwater Coordinator

York – Stormwater Manager / Shoreland Resource Officer

Assisted by third party contractor (Plan development, implementation and reporting)

The Towns jointly implement the Targeted BMP Behavior Change Plan each year (described under Measurable Goal 1.4.1) which contains a requirement to Host Public Events. In addition to those efforts, the following is a summary of other public events the Town’s hold related to the Permit:

<b>Measurable Goal 2.2.1 Host Public Event</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	The Town sponsored a joint Household Hazardous Waste Collection Day on September 9, 2017 in Berwick. The announcement continues to reference stormwater protection.	The Town sponsored a joint Household Hazardous Waste Collection Day on August 25, 2018 at 2 Industry Drive in Berwick. The announcement inadvertently did not reference stormwater protection for this event, but will for future events.	The Town sponsored a joint Household Hazardous Waste Collection Day on September 7, 2019. The ad did reference keeping hazardous waste out of storm drains.		
<b>South Berwick</b>	The Town sponsored a joint Household Hazardous Waste Collection Day on September 9, 2017 at the South Berwick	The Town sponsored a joint Household Hazardous Waste Collection Day on August 25, 2018 at the South Berwick Regional	Same as Berwick.		

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

Measurable Goal 2.2.1 Host Public Event					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>Regional Maintenance Facility. The announcement continues to reference stormwater protection.</p> <p>Also the Conservation Commission promoted a Road Cleanup on Earth Day 4/20 and 4/21/2018 with the support of the Public Works Department.</p>	<p>Maintenance Facility (534 Route 4, Berwick Maine). The announcement continues to reference stormwater protection.</p> <p>The Conservation Commission hosted a Town Forest Cleanup Day on 11/11/2018 with the support of the Public Works Department.</p>			
<b>Eliot</b>	<p>The Town sponsors quarterly Household Hazardous Waste Collection Days. The announcements include a reference to protection of the environment by properly disposing of wastes.</p>	<p>The Town sponsors quarterly Household Hazardous Waste Collection Days. The announcements include a reference to protection of the environment by properly disposing of wastes.</p>			
<b>Kittery</b>	<p>The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center.</p> <p>See also the stenciling activities and YouTube PSA by Traip Academy described in Measurable Goal 1.1.3 Awareness Activities.</p>	<p>The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center.</p> <p>See also the stenciling activities described in Measurable Goal 1.1.3 Awareness Activities.</p>			
<b>York</b>	<p>The Town attended several booths and events as described in Measurable Goal 1.4.2.</p>	<p>The Town attended several booths and events as described in Measurable Goal 1.4.2.</p>			

## MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

<b>Measurable Goal 2.2.1 Host Public Event</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	The Town also accepts Universal Waste 1 day each month, and hosted Household Hazardous Waste Day on 10/21/2017.	The Town also accepts Universal Waste 1 day each month, and hosted Household Hazardous Waste Day on 10/20/2018.			
<b>Changes to BMP or Annual Report</b>	None	None			

## MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

### **BMP 3.1: Maintain an updated Watershed-Based Storm Sewer System Infrastructure Map**

*Measurable Goal 3.1.1* – Each of the towns created watershed-based maps of their MS4 infrastructure. Annually by June 30 each year, the towns will update either the GIS systems or the paper copies of the maps to reflect new infrastructure and changes to the infrastructure.

Reporting - Annual update of mapping efforts undertaken in the Permit Year.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Stormwater Manager and GIS Manager

Assisted by third party contractor (GIS updates and reporting)

The following is a summary of the activities completed for this Measurable Goal:

<b>Measurable Goal 3.1.1 Watershed Based Maps</b>				
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>	
<b>Berwick</b>	<p>The Town continued to map and cross check all infrastructure and update the infrastructure in the GIS. Paper maps of Town center were prepared in April 2018 and reviewed with the Public Works Director. Cross checks of several roads were completed, and DOT as-built drawings were incorporated into the GIS. Paper maps were printed again in June 2018, and will be shared with the DOT to confirm all ownership and cross connections.</p> <p>As a result of the cross checks, two outfalls, two ditch segments, and several catch basins, drain manholes and pipes which were thought to be</p>	<p>The Town continues to update the stormwater GIS as needed.</p> <p>The Town reviewed the GIS mapping layers with the DOT via email in February 2019 to ensure both are using the Maine DEP MS4 layer.</p> <p>Infrastructure counts for the Town as of 6/30/2019 are:</p> <p>10 piped outfalls + 4 ditch outfalls</p>	<p>The Town provided a paper map to the DOT contact distinguishing DOT infrastructure from Town infrastructure on 7/29/2019 for review purposes. The Town’s consultant and the DOT contact met on 8/7/2019 to review the mapping.</p>	

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

<b>Measurable Goal 3.1.1 Watershed Based Maps</b>				
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>	
	<p>Town-owned, are DOT-owned. The Town infrastructure counts are as follows as of 7/1/2018:</p> <p>10 piped outfalls + 2 ditch outfalls            191 MS4 catch basins            8 drain manholes            173 storm drain pipes (3.4 miles)            183 ditch segments (20,790 feet)            And 191 culverts</p>	<p>167 MS4 catch basins            8 drain manholes            173 storm drain pipes (3.4 miles)            172 ditch segments (18,770 feet )            And 183 culverts</p> <p>Changes to the infrastructure were the result of field QC after map printing. The 2 ditch outfalls were added to Sullivan Street and Berwick Road. Changes to the ditch segments and culverts were the result of the QC on those roads and on Morse, Merrick Charles, River and River roads. 4 catch basins were determined to be outside the urbanized area, and the remaining catch basins were determined to be either private, DOT, or replaced as part of redevelopment of town center.</p>		
<b>South Berwick</b>	<p>The Town updated the infrastructure notes on PY 4 based on the DEP comments on the PY 4 annual report. The Town also reviewed a listing of interconnections provided by the DOT, and updated the infrastructure to reflect a 2016 DOT project on Rt 236 which made improvements to Outfall 20 on Academy Street. The new pipe is named 20A to reflect the new infrastructure. In addition, the Town printed a new paper copy of</p>	<p>The Town's infrastructure counts are as follows:</p> <p>83 MS4 piped outfalls            8 ditch outfalls            424 cbs            8 dmhs            486 pipes (49,896 feet)            21 ditches (3,264 feet)</p>	<p>The Town's consultant and the DOT contact met on 8/7/2019 and 8/16/2019 to review the mapping. The developed a process to share GIS files on a common ArcGIS</p>	

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.1.1 Watershed Based Maps				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>their maps and updated their outfall listing. During this effort, the Town discovered:</p> <ol style="list-style-type: none"> <li>1. that Outfall 019 on Goodwin Rd. had been duplicated as OF 134 and inspected twice in prior years. OF 134 has been removed from the list</li> <li>2. Outfalls 214 on Spillane and 215 on Sewell Rd (both shown on the GIS) had been omitted from prior inspection lists (and therefore were not inspected). The list has been updated to include these.</li> <li>3. Outfall SB043 on Buttonwood was determined to be a private outfall. This outfall had been inspected in the past, but has been removed from the inspection list.</li> <li>4. Prior infrastructure counts for ditches, drain manholes and catch basins included some infrastructure outside the urbanized area.</li> <li>5. The pipes were embedded in the culvert GIS layer. These were segregated out.</li> </ol> <p>As a result of these changes, the Town's MS4 infrastructure counts are as follows:</p> <p>84 MS4 Outfalls            380 cbs            8 dmhs            536 pipes (49,896 feet)            21 ditches (3,264 feet)            37 culverts</p>	<p>38 culverts</p> <p>The Town printed new maps for catch basin cleaning, and updated their GIS to allow catch basin and outfall inspections using ArcGIS Collector this permit year. During this update, the Town found that some catch basins and pipes had been incorrectly coded as "inside the urbanized area" or outside the urbanized area, resulting in a few changes to the infrastructure totals provided this year.</p> <p>Outfall 149a was marked as obsolete because of an intersection adjustment completed during Permit Year 5. This outfall should have been marked as obsolete during PY5 when the other GIS changes were made.</p> <p>The Town also continued coordinating with the DOT to review the mapping and interconnections. The Town provided an email and pdfs of maps with interconnections to the DOT.</p>	<p>Online Group for easier comparison.</p>	

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

<b>Measurable Goal 3.1.1 Watershed Based Maps</b>				
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>	
	New paper maps were printed for the Town's use.			
<b>Eliot</b>	<p>The Town continues to map and cross check all infrastructure and update infrastructure in the GIS after construction projects. The Town has:</p> <p>22 Piped outfalls (OFs 97 replaced outfalls 2, 3 and 75 during the Spinney Creek Road Stormwater project, and one new small outlet associated with a catch basin on North Crescent Drive was identified and added to the stormwater system)</p> <p>185 MS4 catch basins/drain manholes (increases due primarily to new construction)</p> <p>15 drain manholes</p> <p>The length of ditching and storm pipes has not changed significantly since permit year 2.</p>	<p>The Town continues to map and cross check all infrastructure and update infrastructure in the GIS after construction projects. MS4 Infrastructure counts as of 6/30/2018 were:</p> <p>23 Piped outfalls (Outfall 96 at River Rd and Govn Hill Road was newly installed )</p> <p>2 ditch outfalls (added during QC of ditches)</p> <p>171 MS4 catch basins/drain manholes (some basins outside the urbanized area were counted as MS4 last year)</p> <p>15 drain manholes</p> <p>The length of ditching and storm pipes has not changed significantly since permit year 2.</p>	The Town's consultant and the DOT contact met on 8/7/2019 to review the mapping.	
<b>Kittery</b>	Electronic updates continued this year. The Town has: 101 piped MS4 outfalls	The Town continues to update their GIS infrastructure maps as	The Town's consultant and the DOT contact	

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.1.1 Watershed Based Maps				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>The Town has 855 MS4 catch basins/ and 49 drain manholes (some of the drain manholes had been misclassified as catch basins, and some new drain manholes were added to the system).</p> <p>24.5 miles of storm drain pipe (1195 segments)</p> <p>12.1 miles of ditch (331 segments).</p> <p>Changes to infrastructure were made during inspections and illicit discharge investigations and construction projects.</p> <p>On 5/22/2018 the Stormwater Coordinator and Maine Turnpike Authority Consultant conducted a field review of to confirm infrastructure ownership and interconnections. This work was completed as a condition of the MTA permit. Three locations were walked:</p> <ol style="list-style-type: none"> <li>1. Dennett Road overpass</li> <li>2. Wilson Road overpass</li> <li>3. Cutts Road overpass</li> </ol> <p>As a result of the field review the following changes were made to the GIS: MTA showed ditches flowing in the wrong direction in a few areas, a solid drain manhole was discovered on the north side of the Wilson Road overpass that was not on either party's maps and was added, the manhole is within the MTA right of way, but the Town will investigate to see what connections are present. A few culverts shown on the Kittery</p>	<p>the system is maintained, and structures are added or removed.</p> <p>The Town has: 100 MS4 piped outfalls 17 ditch outfalls.</p> <p>864 MS4 catch basins 49 drain manholes</p> <p>24.5 miles of storm drain (1195 segments)</p> <p>12 miles of ditch (328 segments)</p>	<p>met on 8/7/2019 to review the mapping.</p>	

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.1.1 Watershed Based Maps				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	GIS were not present in the field and were removed from the GIS.			
<b>York</b>	<p>The Quality Control Check continued into Permit Year 5. As of 6/30/2018, the Town had the following infrastructure:</p> <p>50 Ditch outfalls 84 piped MS4 outfalls</p> <p>631 MS4 catch basins/drain manholes (1067 mapped townwide including private, MTA and DOT)</p> <p>2,766 storm pipe segments .</p> <p>266 Ditch segments</p> <p>Note that On 5/22/2018 the Stormwater Manager, Stormwater Consultant (IEE) and Maine Turnpike Authority Consultant conducted a field review of to confirm infrastructure ownership and interconnections. This work was completed as a condition of the MTA permit. Two locations were visited:</p> <ol style="list-style-type: none"> <li>1. Cider Hill Road (Route 91)</li> <li>2. Beech Ridge road</li> </ol> <p>The MTA and Town of York GIS data were generally in agreement that there are not any direct interconnections, but both systems</p>	<p>As of 6/30/2019, the Town had the following infrastructure in the Urbanized Area:</p> <p>51 Ditch outfalls 80 piped MS4 outfalls</p> <p>628 catch basins and 50 drain manholes (1070 structures mapped townwide)</p> <p>2751 storm pipe segments (2959 are mapped townwide)</p> <p>271 ditch segments</p> <p>Changes to infrastructure counts are the result of construction projects completed in the past year.</p>	<p>The Town's consultant and the DOT contact met on 8/7/2019 to review the mapping.</p>	

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.1.1 Watershed Based Maps				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>discharge into a few common wooded or wet areas, resulting in some indirect connections.</p> <p>The MTA provided a GIS layer showing the MTA right of way, which the Town will incorporate into its GIS.</p>			
<b>Changes</b>	None	None	None	Updated SB text to reflect PY3 and 4 counts.

### **BMP 3.2: Implement and enforce a Non-Stormwater Discharge Ordinance**

*Measurable Goal 3.2.1* - The town of York will adopt and implement a Non-Stormwater Discharging Ordinance by January 10, 2015.

*Measurable Goal 3.2.2* - The towns of Berwick, South Berwick, Eliot and Kittery previously adopted ordinances prohibiting illicit discharges to the MS4 system. The towns will continue to enforce the ordinances during Permit Years 1 through 5. The town of York will begin enforcing its ordinance as soon as it becomes effective.

Reporting - Documentation of illicit discharge incidents and municipal enforcement actions as a result of the adopted ordinances will be included in annual reports to DEP each year of the permit, reported under BMP 3.3 Implement Dry Weather Outfall Inspection Plan. Documentation of the progress of implementing the ordinance for the town of York is provided in the following table:

Responsible Parties:

Berwick – Code Enforcement Officer

South Berwick – Code Enforcement Officer

Eliot – Code Enforcement Officer

Kittery – Sanitation Officer/Code Enforcement Officer

York – Stormwater Manager / Shoreland Resource Officer

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Any changes to the Measurable Goal are identified in the last row of the table.

<b>Measurable Goal 3.2.1 Create Non-Stormwater Discharge Ordinance</b>					
<b>Town</b>	<b>Permit Year 1-5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
York	The Non-Stormwater Discharging Ordinance was enacted on 11/4/2014. This ordinance contains language stating the Allowed Non-Stormwater Discharges are only allowed provided they do not contribute to violations of water quality standards as defined by the Maine DEP.  See Measurable Goal 3.3.2 for enforcement details	See Measurable Goal 3.3.2 for enforcement details			
Berwick	No activity completed this permit year – the Ordinance was enacted in 2006.  See Measurable Goal 3.3.2 for enforcement details	See Measurable Goal 3.3.2 for enforcement details.			
South Berwick	No activity completed this permit year – the Ordinance was enacted in 2006 and modified in PY 3 to include language stating the listed allowed non-stormwater discharges are only allowed if they do not cause or contribute to a violation of the State’s water quality standards and to include dechlorinated swimming pool	See Measurable Goal 3.3.2 for enforcement details.			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.2.1 Create Non-Stormwater Discharge Ordinance					
Town	Permit Year 1-5	Permit Year 6	Permit Year 7		
	<p>water, as an allowed non-stormwater discharge.</p> <p>See Measurable Goal 3.3.2 for enforcement details</p>				
Eliot	<p>No activity completed this permit year – the Ordinance (Chapter 31) was enacted in 2006 and modified in PY 4 to include language stating the listed allowed non-stormwater discharges are only allowed if they do not cause or contribute to a violation of the State’s water quality standards and to include dechlorinated swimming pool water, as an allowed non-stormwater discharge.</p> <p>See Measurable Goal 3.3.2 for enforcement details</p>	See Measurable Goal 3.3.2 for enforcement details.			
Kittery	<p>No activity completed this permit year – the Ordinance (title 16, Land Use Section 16.9.7) was enacted in 2006 and modified in PY 4 (5/22/2017) to include language stating the listed allowed non-stormwater discharges are only allowed if they do not cause or contribute to a violation of the State’s water quality standards and to include dechlorinated swimming</p>	See Measurable Goal 3.3.2 for enforcement details			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.2.1 Create Non-Stormwater Discharge Ordinance					
Town	Permit Year 1-5	Permit Year 6	Permit Year 7		
	pool water, as an allowed non-stormwater discharge.  See Measurable Goal 3.3.2 for enforcement details				
Changes to Meas. Goal	None	None			

### **BMP 3.3: Implement Illicit Discharge Detection and Elimination Program**

*Measurable Goal 3.3.1 (York only)* - The town of York will develop an illicit discharge detection and elimination program which includes a prioritized dry weather outfall inspection plan by June 30, 2014. The plan will pertain to the watershed or subwatershed of a receiving water that the town identifies as having the greatest potential threat from stormwater or illicit non-stormwater discharges.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

Town	Permit Year 5	Permit Year 6	Permit Year 7		
York	No changes were made to the IDDE Program this year.	No changes were made to the IDDE Program this year.			
Changes to Meas. Goal	None	None			

Measurable Goal 3.3.2 – The Towns of Berwick, South Berwick, Eliot and Kittery will continue implementing their illicit discharge detection and elimination programs during this permit cycle.

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

During the past permit cycle, the towns of Berwick, Eliot and South Berwick decided to conduct dry weather outfall inspections on all of the outfalls in their urbanized area, therefore no prioritization was required. The towns will continue conducting inspections of all outfalls throughout the Urbanized Area each year.

The town of Kittery identified the Spruce Creek Drainage area (in the Portsmouth Harbor Subwatershed) as their priority watershed. The only other subwatersheds in Kittery are the Brave Boat Harbor subwatershed (which has no urbanized area in it) and the York River subwatershed, which has a small portion of the Urbanized Area in it. The town of Kittery will expand dry weather outfall inspections to the entire Portsmouth Harbor Subwatershed beginning in Permit Year 2.

The town of York will conduct inspections in its two highest priority subwatersheds beginning in Permit Year 2 (after June 30, 2014). The town will expand these inspections into the third (and only remaining subwatershed) beginning in Permit Year 3 (after June 30, 2015).

Reporting - Inspection results will be documented in a spreadsheet or other recordkeeping system and a summary will be reported in annual reports submitted to the DEP.

**Responsible Parties:**

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Stormwater Coordinator

York – Stormwater Manager / Shoreland Resource Officer

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>3.3.2 IDDE Inspections and Investigations</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	Due to a miscommunication, the MS4 outfalls were not inspected until July 2018. (the Town Planner left in the fall of 2017, and the Assistant Planner thought the inspections needed to be completed by September 2018).	Piped outfalls were inspected in June 2019 during dry weather. Ditch outfall inspections were conducted in July 2019, after QC of data during map printing.			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	<p>The inspections showed no new illicit discharges, only minor maintenance (some debris that required removal which has been added to the Public Works Maintenance list).</p> <p>Catch basin inspections were conducted in July because staff were busy with other projects. 98 of the Town's 191 catch basins were inspected. No basins showed evidence of illicit discharges.</p> <p>No enforcement actions were taken related to illicit discharges this permit year.</p>	<p>The inspections showed no potential illicit discharges, but some maintenance needed on ditch outfalls and associated ditches.</p> <p>Catch basin inspections were again completed in July because staff were busy with other projects. All catch basins were inspected between July 17 and 22, 2019.</p> <p>No illicit discharges were identified during catch basin inspections.</p> <p>No enforcement actions were taken related to illicit discharges this permit year.</p>			
<b>South Berwick</b>	<p>No enforcement actions were taken related to illicit discharges this permit year.</p> <p>The Town of South Berwick inspected all of their outfalls in June of 2018.</p> <p>Because of other public works projects, the Town inspected most (but not all) of their catch basins in July of 2018. See MG 6.4.1 for more detail.</p>	<p>No enforcement actions were taken related to illicit discharges this permit year.</p> <p>The Town of South Berwick inspected all but 3 outfalls in June 2019. The three outfalls cannot be located, but their associated catch basins are inspected instead. They are: 155 and 156 on Farmgate Road, and 201 on Front Street. No potential illicit discharges were identified during outfall inspections.</p>			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	No evidence of illicit discharges was detected during catch basin inspections or outfall inspections.	332 catch basins were inspected during Permit Year 6 including all basins that had excess sediment in Permit Year 5. Three basins were not able to be inspected because the inspector could not access the basin. No catch basins exhibited evidence of potential illicit discharge.			
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### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.3.2 IDDE Inspections and Investigations					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
Eliot	<p>The Town inspected all 22 outfalls during Permit Year 5. No new potential illicit discharges were identified during outfall inspections.</p> <p>The only outfalls currently under investigation are:</p> <p>The new outfall 97, which replaced outfalls 2, 3 and 75 on Spinney Creek Road. No illicit connections were identified during reconstruction. This outfall was inspected three times because of the prior potential illicit discharge at outfall 75. There was no flow at this outfall during any of the inspections (2 dry weather and one day after 0.21 inches of rain in one hour. This pipe will be re-sampled when it is flowing.</p> <p>OF-001 Riverview Estates is still under investigation. The DEP has been included on emails to the HOA summarizing updates. The HOA and Town have been identifying sanitary sewer areas that require repair, the HOA has</p>	<p>The Town inspected all but three of the MS4 outfalls during dry weather during Permit Year 6. The three the outfalls were inspected within 48 hours of rainfall during PY6 and were flowing, and so were re-inspected during dry weather on 8/5/2019. No new potential illicit discharges were identified during outfall inspections.</p> <p>The only outfalls currently under investigation are as follows:</p> <p>The new outfall 97 was inspected three times, but was not flowing and was therefore not able to be sampled to confirm no illicit discharges remain after the 2017 re-construction.</p> <p>OF-001 at Riverview estates is still under investigation. The DEP continues to be cc'd on emails and progress.</p> <p>Sampling on 5/22/2019 revealed no human bacteroides from the Laurel Lane and Heather Road contributions to the outfall. The HOA had repaired a section of the sanitary sewer in this area in November of 2016 and concentrations on this side have been consistently either</p>	<p>August 5 televising of the Riverview Estates storm drain system did not identify the source of the illicit discharge on the North Crescent Road branch contributing to the discharge.</p> <p>Next steps include investigation of house laterals for this branch.</p>		

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	<p>been conducting repairs and the Town has been sampling to assess if the repairs are reducing the bacteria contributions to the storm drain. Additional sampling is scheduled for the next few months.</p> <p>Catch basin cleaning showed only one catch basin had an odor that required investigation. The odor was not present when the catch basin was re-inspected.</p> <p>No enforcement actions were taken related to illicit discharges this permit year.</p>	<p>non-detect, or very low, indicating the repair corrected the bacteria contribution to the storm drain system. These contributing areas will no longer be investigated.</p> <p>Televising of the remaining areas was attempted 6 times in the spring of 2019, but was cancelled each time due to inclement weather. The televising was finally scheduled for and completed on August 5, 2019 and is provided in the PY7 section of this report.</p> <p>128 of the 171 catch basins were inspected and did not identify evidence of illicit discharges. The remaining basins were not inspected because they either were newly installed (and did not need inspection or cleaning) or they were missed by the new operator.</p>			
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### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measurable Goal 3.3.1 Illicit Discharge Inspections and Investigations					
<p><b>Kittery</b></p>	<p>The Town inspected all 101 MS4 outfalls in PY5.</p> <p>Of these, 6 continued to exhibit some evidence of potential illicit discharge. These outfalls are all still under investigation from prior years.</p> <p><u>From Prior years:</u></p> <p>OF 310 is still on the maintenance list. DPW has a large maintenance list and was not fully staffed last year so this work was not able to be completed.</p> <p>Investigations at outfalls 004, 320, 261, 136 and 243 continued in PY5.</p> <p>The Stormwater Coordinator met with the Sewer Department in August 2017 to review the sites and assess what investigations might be on-going for the Sewer Department.</p> <p>Televising, dye testing of selected homes and bracket sampling were conducted in August 2017 and June 2018.</p>	<p>The Town inspected 86 of the piped and ditch outfalls during dry weather in PY6. Some outfalls were not able to be inspected during dry weather because of the frequent rains this spring, but will be inspected during PY7.</p> <p>The Town also attempted inspections on 480 catch basins and drain manholes. 21 were inaccessible due to paved over covers or nearby trees or cars. 402 were inspected during dry weather and the remaining 57 were inspected during wet weather. No potential illicit discharges were observed during the inspections.</p> <p>No new potential illicit discharges were identified during the inspections, and one additional outfall needs maintenance and has been added to the maintenance list (OF 156).</p> <p>Investigations continued during PY6 at outfalls 004, 320, 261, 136 and 243:</p> <p>Televising and bracket sampling in these areas were conducted on 9/17/2018, 10/16/2019, and 5/9/2019 and identified some portions of their drainage areas that have been eliminated from consideration because no human source of bacteria was detected.</p>			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	<p>Outfall 233 was returned to regular monitoring – the Stormwater Coordinator met with the owner and inspected the property and did not see evidence of bacteria sources from any livestock on-site.</p> <p><u>Reported Illicit discharge incident:</u></p> <p>The Stormwater Coordinator issued one written NOV to a homeowner who repeatedly deposited yard waste in a catch basin despite repeated verbal warnings. Reinspection showed the homeowner ceased the practice.</p>	<p>Additionally, the Stormwater Coordinator met with the Sewer Department Supervisor on 10/16/2018 and 5/9/2019 to review the areas and assess if any sewer issues are present in the areas under investigation. The Sewer Department is conducting investigations in the areas of outfalls 004, 320, 261 and 136 which may assist in identifying the source.</p> <p>Additional televising was schedule on five (5) other occasions during April and May 2019, but was cancelled because of rain. Televising was finally scheduled for 8/6/2019.</p> <p><u>Opportunistic and Reported Illicit discharge incidents:</u></p> <p>Two citizens reported illicit discharge incidents during Permit Year 6. One turned out to be discharge of condensate from an ice machine to a catch basin. Though this is an allowed non-stormwater discharge, the Stormwater Coordinator instructed the business owner to redirect the discharge to an interior mop sink. Another was a report of a foul odor from a catch basin. The catch basin vac truck cleaned out the basin and determined the odor was from decomposing leaves.</p> <p>An opportunistic inspection identified discharge of yard waste onto a catch</p>			
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### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

		<p>basin. The Stormwater Coordinator met with the discharger and instructed them to clean off the leaves and not do this again.</p> <p>No NOVs were issued for these events.</p>			
<b>York</b>	<p>Updated to reflect DEP comments on Annual Report: The Town inspected 49 piped MS4 outfalls and 449 605 of the 631 catch basins in Permit Year 5 (5 were not accessible, three were likely inspected, but the crew did not note the date of the inspection, six were determined to not exist during field QC, and the remaining were simply missed by the crew).</p> <p>None of the outfall inspections revealed new evidence of illicit discharges.</p> <p>The catch basin inspections identified an orange foamy scum present in a set of basins near short sands beach, but these basins receive runoff from a stagnant wetland, and the scum was determined to be naturally occurring.</p>	<p>The Town inspected 55 MS4 outfalls in Permit Year 6.</p> <p>Six outfalls exhibited vegetative mat/algae during permit year 6 inspections and are under investigation. Two outfalls are ditch outfalls, and two outfalls have just one catch basin connected so were simple to investigate. No illicit discharge source was observed based on visual inspection of the contributing areas at the time of the outfall inspection. These four outfalls are scheduled for re-inspection early fall 2019 when dryer weather is present. The remaining two outfalls are associated with more complicated drainage systems and will be sampled early fall during dry weather.</p> <p>This year, the Town inspected all but 52 of their catch basins in the MS4 area. The following are the reasons the 52 basins were not inspected:</p> <ul style="list-style-type: none"> <li>3 were buried</li> <li>2 were unopenable</li> <li>6 were not found</li> </ul>			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	<p>The Town continued investigations on the following areas The status of the areas investigated by EPA is as follows:</p> <p>The Sewer District identified and completed additional repairs in the area of LBO19 in the Fall of 2017. The outfall was sampled again in July 2018. No evidence of wet weather human bacteriodes is present so this site investigation has been closed.</p> <p>LBO11 near the Long Beach Bath house was also returned to regular monitoring. The Bath house and nearby storm drain system was reconstructed and multiple inspections during construction. No evidence of illicit discharges was observed.</p> <p>YB03 and LB012 were sampled and inspected during Permit Year 5. Additional meetings and cooperation with the Sewer District are on-going. More bracket sampling of the YB03 area will be conducted in PY 5. A home in the vicinity of the Sewer District was identified as not connected to the sewer in July 2018 and the home was connected</p>	<p>16 were inaccessible due to either their physical location or because a vehicle blocked access</p> <p>25 were missed by the crew, but were reviewed with the crew to ensure they did no not miss them again during the PY 7 inspections.</p> <p>Only one catch basin had evidence of foam. This catch basin is under investigation.</p> <p>The Town continued to investigate its PY5 potential illicit discharge areas as follows:</p> <p>YB03 was bracket sampled during PY6 and no Human Bacteroides was detected in any area of the system.</p> <p>Confirmatory sampling of the home in the vicinity of the Sewer District was not sampled this spring because of all the wet weather. Sampling is scheduled for the fall of 2019.</p> <p>The Town continued to work with the Sewer District on the Oil and grease issues. Follow up inspections by the town showed no additional discharges, but no secondary containment had been constructed as requested. Follow-up letter was mailed.</p>			
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### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	<p>within one week of discovery. This was the likely source of human bacteriodes for this area. Confirmatory sampling will be conducted in the spring of 2019.</p> <p>Investigations in the vicinity of the sewer district identified a failed septic system that was the source of human bacteriodes (July 2018). An NOV has been issued to the homeowner. State law requires the homeowner respond to the NOV within 10 days (30 days if an extension is requested and granted).</p> <p>Two oil spills were reported during PY5 and either the Maine DEP or Fire Department responded. The Stormwater Manager was notified and no NOVs were required to be issued.</p> <p>Two issues related to oil and grease caused SSOs, reported to the Sewer District. The Stormwater Manager was also notified of these issues to assess the impact to the storm drain system. There were no impacts to the storm drain system, but the Stormwater Manager is tracking the remedies to prevent future issues. (The Sewer District is</p>	<p>Two failed septic systems were identified by the YSD, who notified the Stormwater Manager. One location will be connected to sanitary sewer (YSD) and another was cleaned up and is now functioning normally.</p> <p>One diesel spill was identified outside the Urbanized area, in the ditch line and was cleaned up by the fire department. Maine DEP was notified of this spill (Remediation Bureau).</p>			
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### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	the primary authority for these efforts).  No enforcement actions were taken related to illicit discharges this permit year.				
<b>Changes to Meas. Goal</b>	None	None			

#### **BMP 3.4: Develop and Implement Open Ditch Illicit Discharge Program**

*Measurable Goal 3.4.1* – The town of York will develop a strategy to detect illicit discharges to the open ditch system within the Urbanized Area by June 30, 2018. (Note that although the permit requires this only be completed for the highest priority watershed, the town’s Urbanized Area falls entirely within a single watershed – the Frontal Drainages of Southern York County Watershed). See measurable goal 3.4.2 for status of implementation of this program.

The following is a summary of the activities completed for York this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>			
<b>York</b>	No work required this Permit Year.	No work required this Permit Year.			
<b>Changes to Meas. Goal</b>	None	None			

*Measurable Goal 3.4.2* – During the past permit cycle, the towns of Berwick, South Berwick, Eliot and Kittery each developed a strategy for detecting illicit discharges in their open ditch systems within their MS4 controlled Urbanized Areas. The Town of York developed a ditch inspection program in P41. The towns will continue implementing the detection program.

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Reporting - Annual reports to DEP each year of the permit will include a status report on the inspections completed. Note: reporting of illicit discharge detections and actions taken will be done under BMP 3.3, Implement Dry Weather Inspection Plan.

Responsible Parties:

Berwick – Public Works Director

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Stormwater Manager / Shoreland Resource Officer

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>MG 3.4.2 Implement Ditch Inspection Program</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	The remaining ditch inspections were completed this year and no evidence of illicit discharges was identified.	No ditch inspections were completed this year. Ditch inspections moving forward will be completed as opportunistic inspections, or when a ditch outfall inspection shows evidence of an illicit discharge or maintenance need.			
<b>South Berwick</b>	The review of the GIS did not identify any new ditches that required inspection, but ditches continued to be inspected and maintained as described in Measurable Goal 6.5.1.	Dawson Road (100 LF) ditch inspections were completed this year. No evidence of illicit discharge was identified.  Ditch inspections moving forward will be completed as opportunistic inspections, or when a ditch outfall inspection shows evidence of an illicit discharge or maintenance need.			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

MG 3.4.2 Implement Ditch Inspection Program					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Eliot</b>	Hanscom Road and Sargents Lane were inspected during outfall inspections and no evidence of illicit discharges was observed.	<p>Bolt Hill Road ditches were inspected this year as part of inspections associated with a nearby construction project. A homeowner’s trees have grown large enough along one ditch segment near English drive, which prohibits access to the catch basins. A letter to the homeowner is being prepared so the Town can access the basins.</p> <p>Ditch inspections moving forward will be completed as opportunistic inspections, or when a ditch outfall inspection shows evidence of an illicit discharge or maintenance need.</p>			
<b>Kittery</b>	The remaining section of 236 was inspected and no evidence of illicit discharges was observed.	<p>Ditch inspections were completed on 34 segments and no illicit discharge issues were identified. Ditch segments were found to be in excellent or fair condition.</p> <p>Ditch inspections moving forward will be completed as opportunistic inspections, or when a ditch outfall inspection shows evidence of an illicit discharge or maintenance need.</p>			
<b>York</b>	The Town completed ditch inspections again the week of April 16-20, 2018. Each ditch	The Town completed ditch inspections again the week of April 16, 2019. Each ditch segment in the MS4 was			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

MG 3.4.2 Implement Ditch Inspection Program					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
	segment in the MS4 was inspected. No evidence of pollution was observed. Any observed litter was removed at the time of observation.	inspected. No evidence of pollution was observed, except for trash (over ½ the sites had trash) and yard waste (approximately 1/3 of the sites. Any observed litter was removed at the time of observation.			
<b>Changes to Meas. Goal</b>	None	None	None		

### **BMP 3.5: Document and Evaluate Aging Septic Systems**

*Measurable Goal 3.5.1* – By June 30, 2016, the towns will develop lists of aging (i.e., greater than 20 years old) septic systems that might discharge to the MS4 if they were to fail as follows at a minimum:

Berwick – Entire Urbanized Area (the Salmon Falls River Watershed is the only watershed in the Urbanized Area)

South Berwick – Great Works River Watershed (encompasses the highest priority subwatershed)

Eliot – Entire Urbanized Area (Hampton River-Frontal Atlantic Ocean is the only watershed in the Urbanized Area)

Kittery – Portsmouth Harbor subwatershed (encompasses all of the Urbanized Area in the largest Watershed: Hampton River-Frontal Atlantic Ocean Watershed).

York – Frontal Drainages of Southern York County (the only Watershed in the Urbanized Area)

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

Town	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Berwick</b>	No work required to be completed this year.	No work required to be completed this year.			
<b>South Berwick</b>	No work required to be completed this year.	No work required to be completed this year.			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Eliot</b>	No work required to be completed this year.	No work required to be completed this year.			
<b>Kittery</b>	No work required to be completed this year.	No work required to be completed this year.			
<b>York</b>	No work required to be completed this year.	No work required to be completed this year.			
<b>Changes to Meas. Goal</b>	None	None			

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

*Measurable Goal 3.5.2* – By June 30, 2017, the York County MS4s will implement a drive-by evaluation and documentation program of the aging septic systems identified in Measurable Goal 3.5.1. The program will include a mechanism to address any discharges from failed septic systems.

Reporting – The Permit Year 3 Annual report will include a status report on the number of septic systems identified. The Permit Year 4 Annual Report will include a description of the evaluation and documentation program. Note: reporting of illicit discharge detections and actions taken will be done under BMP 3.2, Continue to Enforce the Non- Stormwater Discharge Ordinance.

Responsible Parties:

Berwick – Public Works Director

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Stormwater Manager / Shoreland Resource Officer

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Berwick</b>	No work required these Permit Years				
<b>South Berwick</b>	No work required these Permit Years				
<b>Eliot</b>	No work required these Permit Years				
<b>Kittery</b>	No work required these Permit Years				
<b>York</b>	No work required these Permit Years				
<b>Changes to Meas. Goal</b>	None		None		

## MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

### **BMP 3.6: Coordinate with the water utility regarding water line and hydrant flushing to determine if either is a significant contributor of pollutants to the MS4**

*Measurable Goal 3.6.1* – By June 30, 2014 (end of Permit Year 1), coordinate with the water utility via Email or in person to evaluate whether or not water line or hydrant flushing from potable water sources is a significant contributor of pollutants to the MS4. Evaluation will include the following action:

- Provide the water utility with a location map showing the extent of the municipal urbanized area, and the highest priority watershed(s).
- Gather information from the water utility, specific to the urbanized area and priority watershed(s), including the number and location of hydrants and details on water line or hydrant flushing that outlines procedures, including how often flushing occurs, typical flow rates and duration, where the water is conveyed, what the target or actual chlorine concentrations are, and what best practices are employed to prevent erosion and address potential pollutants.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

	<b>Permit Year 1</b>	<b>Permit Year 2</b>	<b>Permit Years 3-6</b>	
<b>Berwick</b>	The Towns met with York, South Berwick and Kittery Water District representatives on 2/6/2014 to review the MS4 requirements related to hydrant flushing. A separate meeting with the Berwick Water District was held in the Fall of 2013. The Towns provided the Water Districts with copies of their urbanized area maps, and highest priority watersheds. The Water Districts provided information about their current hydrant and water line flushing procedures, and the Towns prepared a spreadsheet documenting the hydrant flushing procedures in use.	The Planner and MS4 consultant communicated with the Berwick Water Department on 10/28/2014 (conference call), 4/14/2014 (meeting), and 3/10/2015 (email). The urbanized area map was provided to the Water Department (the priority watershed in Berwick encompasses the entire urbanized area). The Water District Summary Spreadsheet of practices was updated with Berwick information.	No work required these Permit Years.	
<b>South Berwick</b>		No work required this Permit Year.		
<b>Eliot</b>				
<b>Kittery</b>				
<b>York</b>				
<b>Changes to Meas. Goal</b>	None	None	None	None

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

*Measurable Goal 3.6.2* - By no later than December 30, 2014, unless otherwise approved by the Department, using available GIS or other municipal mapping information, the location of hydrants will be added to the storm sewer system infrastructure map to aid in the evaluation; the municipality will work with the water utility to prioritize the hydrants or water lines that have the potential to cause exceedances of the ambient water quality criterion for chlorine when discharged through the MS4. The municipality will request a water quality progress report that documents what best management practices are being implemented for flushing activity at the prioritized hydrants as well as the water utility's testing results of the total residual chlorine for any such discharges.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

	Permit Year 1	Permit Year 2	Permit Years 3-6
<b>Berwick Water Department</b>	The Berwick hydrant locations are being located in a GIS shape file by the Water District.	Hydrant locations were added to all stormwater maps except for South Berwick, which is in the process of being updated. The District Summary Spreadsheet, which shows practices being implemented by the districts, identifies that any hydrant discharges to waters other than a major river, or the ocean at high tide will require dechlorination. As a result, the Kittery Water Department reports they will dechlorinate all discharges by July 1, 2016. The Berwick Water Department will also begin dechlorination by July 1, 2016. The Towns are still working with the South Berwick and York Water Districts to identify which hydrants will require dechlorination. Water quality progress reports were not requested because the Water Districts already provided information on discharge concentrations and practices and are working cooperatively with the Towns.	No work required these permit years.
<b>South Berwick Water District</b>	The South Berwick Water District Hydrants were provided to the Town.		
<b>Kittery Water District</b>	The Kittery Water District hydrants are shown on the Town of Kittery online GIS, town of Eliot online GIS and have been shared with the York GIS Manager		
<b>York Water District</b>	The York Water District hydrants have been shared with the York GIS Manager.		
<b>Changes to Meas. Goal</b>	None	None	None

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

*Measurable Goal 3.6.3* - Permit Years 3 – 5, the municipality will request an annual water quality progress report that documents what best management practices are being implemented for flushing activity at the prioritized hydrants as well as the water utility’s testing results of the total residual chlorine for any such discharges.

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>3.6.3 Hydrant Flushing Annual Water Quality Reports</b>				
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>	
Berwick	<p>The Berwick Water Department was contacted in February to review the need to conduct dechlorination where discharges to the storm drain system result in discharges to small streams.</p> <p>The Water Department began hydrant flushing in April 2018. They confirmed they follow the procedures documented in PY 3.</p> <p>The Department did not collect water quality data during hydrant flushing for chlorine.</p> <p>No issues were identified during hydrant flushing.</p> <p><u>Follow up based on annual report comments:</u> The Town’s consultant met with the Berwick Water Department on 3/4/2019 (PY7) to review the procedures followed during flushing and updated the spreadsheet of Hydrant flushing practices to reflect that the Department does not use</p>	<p>For PY6, the Berwick Water Department conducted hydrant flushing in April and May 2019. The Department reduced the chlorine discharge levels below the 0.05 mg/L TRC level during flushing as follows: aerated 6 hydrants and discharged to ground surface, and used an ascorbic acid puck to dechlorinate 1 hydrant. The remaining hydrants in the system were either skipped (using unilateral directional flushing), or dechlorination was not required because they discharged to the Salmon Falls River, which had sufficient flow that the discharge was below the 0.050 mg/L TRC requirement specified in the Maine DEP Issue Profile on Hydrant Flushing.</p>		

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.6.3 Hydrant Flushing Annual Water Quality Reports				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>liquid calcium thiosulfate for dechlorination.</p> <p>The Water Department also provided a copy of a spreadsheet they use to calculate whether dechlorination is needed at any hydrant.</p> <p>During the 3/4/2019 meeting, the Department confirmed that they did not collect any water quality data during hydrant flushing in April 2018 because they did not dechlorinate any hydrants. They were able to flush the system using only hydrants that discharged to the Salmon Falls River, or hydrants where aeration or lower flow could be used to ensure they met the 0.050 mg/L TRC requirement specified in the Maine DEP Issue Profile on Hydrant Flushing.</p>			
South Berwick	<p>The Water District flushes hydrants in May and October each year. They confirmed they continue to use practices consistent with the state hydrant flushing manual.</p> <p>They identified they have not seen any issues related to adverse discharges.</p>	<p>The South Berwick Water District conducted hydrant flushing in April and May 2019 and provided a spreadsheet showing the Total Residual Chlorine concentration discharged for the hydrants flushed. The water quality data collected showed no discharges exceeded the 0.050 mg/L TRC requirement</p>		

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.6.3 Hydrant Flushing Annual Water Quality Reports				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>No water quality report was available from the District.</p> <p><u>Follow-up Based on annual report comments:</u> The Town requested data collected during flushing on 8/25/2019 for PY 5 activities. At that time the District confirmed they dechlorinate basins when discharging to catch basins, and they disburse water into the air and onto the ground to naturally neutralize chlorine in other areas; but they did not collect any water quality data. On 2/28/2019 the Town’s consultant requested the District collect data in the future. The District agreed to collect data and provide it for the MS4 annual report.</p>	<p>specified in the Maine DEP Issue Profile on Hydrant Flushing.</p>		
Eliot and Kittery	<p>Flushing in Eliot and Kittery occurred in March and April 2018.</p> <p>The Water District confirmed their dechlorination practices and that they follow the practices in the MWUA/MRWA BMP manual.</p> <p>In February 2018 the Kittery Water District identified they would record their water quality data associated with dechlorination.</p>	<p>On 5/13/2019, the Towns requested a copy of the data collected during PY6 flushing and dechlorination. The District sent the data over on 5/14/2019. The same hydrants were dechlorinated during 2019 flushing as in 2018, and the data showed the residual was either below or at the method detection limit for the field instrumentation (0.05 mg/L), which is acceptable according to the Maine DEP Issue Profile.</p>		

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.6.3 Hydrant Flushing Annual Water Quality Reports				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	<p>No issues were identified during hydrant flushing.</p> <p><u>Follow up based on annual report comments:</u> On 8/25/2018 the Towns requested a copy of the data collected during PY5 dechlorination and no data was provided. On 2/25/2019, the Towns requested data again and received the data via email on 2/26/2019 which showed the District dechlorinated 20 hydrants in Kittery, 13 hydrants in Eliot and 13 hydrants in York. The remaining hydrants are discharged to the ocean or Piscataqua River during flushing, so no dechlorination is needed (as is consistent with the Maine DEP Issue Profile on Drinking Water System Discharges to MS4s (11/18/2016).</p>			
York	<p>The Water District was contacted and confirmed they continue to follow the practices discussed in the PY 3 meetings and document on the spreadsheet.</p> <p>The District provided a water quality report showing that they used dechlorination practices for the</p>	<p>The Water District was contacted and confirmed they continue to follow the practices discussed in the PY 3 meetings and document on the spreadsheet.</p> <p>The District provided a water quality report showing that they used dechlorination practices for the majority of their hydrants and met</p>		

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.6.3 Hydrant Flushing Annual Water Quality Reports				
Town	Permit Year 5	Permit Year 6	Permit Year 7	
	majority of their hydrants and met the 0.050 mg/l discharge criteria.	the 0.050 mg/l discharge criteria at all locations.		

*Measurable Goal 3.6.4* - If it is determined by the end of Permit Year 3, that water line or hydrant flushing is a significant contributor of pollutants to the MS4, and the water utility has demonstrated that it will not voluntarily implement BMPs in order to reach ambient water quality criteria for chlorine, the municipality will, as soon as practicable or by no later than the end of Permit Year 4, update their IDDE ordinance to allow enforcement of discharges that cause exceedances of water quality criteria.

Responsible Parties:

Berwick – Public Works Director

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Stormwater Manager / Shoreland Resource Officer

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Years 5-6
<b>Berwick</b>	No work required to be completed this year.	No work required this Permit Year.	It was determined by the Maine DEP that hydrant flushing is potentially a significant contributor of pollutants to the MS4s. And even though each of the Water Districts implemented BMPs and dechlorination practices to prevent the discharge of pollutants, the	No work completed this Permit Year	No work required this Permit Year.
<b>South Berwick</b>	No work required to be completed this year.			The Town modified its ordinance during Permit Year 3. As noted in BMP 2.1.2, the public hearing was held 5/24/2016	No work required this Permit Year.

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

			Towns will be modifying their ordinances to include the criteria that the listed non-stormwater discharges are allowed only if they do not cause or contribute to violations of state water quality criteria. South Berwick completed this ordinance change in Permit Year 3 (see BMP 3.2)	and the new language became effective on that day.	
<b>Eliot</b>	No work required to be completed this year.			The Town modified its ordinance as part of the June 13, 2017 Warrant.	No work required this Permit Year.
<b>Kittery</b>	No work required to be completed this year.			The Town modified its ordinance on 5/22/2017.	No work required this Permit Year.
<b>York</b>	No work required to be completed this year.			No ordinance revisions were necessary because the Town included updated language when it initially passed its ordinance.	No work required this Permit Year.
<b>Changes to Meas. Goal</b>	None	None	None	None	None

### **BMP 3.7: Work with Department of Marine Resources to address Bacteria Impairments**

*Measurable Goal 3.7.1* – By June 30, 2014, the towns of Kittery, Eliot, South Berwick and York will meet with the Department of Marine Resources to review the data associated with Bacteria impairments as shown in Table 1 of this plan. The purpose of the meeting will be to gain an understanding of what the DMR is doing to address the impairment, share what the towns are doing to address the impairment, and develop plans to move forward in addressing impairments in a cooperative fashion.

Responsible Parties:

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Stormwater Manager / Shoreland Resource Officer and Director of GIS and Technology

### MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>Measurable Goal 3.7.1 Coordinate with Department of Marine Resources</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>South Berwick</b>	Although no work was required this Permit Year, the Towns of Kittery, Eliot, and York continue to cooperate with the DMR on shoreline surveys, and with the Shellfish Commission on sampling and analysis.  The DMR sample sites were added to the Eliot and South Berwick GIS.  The Kittery Stormwater Coordinator met again with the Shellfish Commission as identified in MG 1.2.2	Although no work was required this permit year, the following was completed:  The Town of Eliot’s Consultant accompanied the DMR staff person on their shoreline survey of Spinney Creek on 4/23/2019.  The Towns of Kittery and Eliot provided the DMR with copies of the leachfield information compiled in previous years to assist the staff person in locating septic systems for the shoreline surveys completed in the spring of 2019.			
<b>Eliot</b>					
<b>Kittery</b>					
<b>York</b>					
<b>Changes to Meas. Goal</b>	None	None	None	None	None

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

### **BMP 4.1: Notify construction site developers and operators**

*Measurable Goal 4.1.1* – Provide notification to construction site developers and operators of the requirements for registration under the Maine Construction General Permit or Chapter 500, Stormwater Management for the discharge of stormwater associated with construction activities. Each town will notify developers and contractors through modified building permits, meetings with town staff and development review processes.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Town Planner

Kittery – Town Planner

York – Town Planner

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

<b>Measurable Goal 4.1.1 Notify Construction Site Developers and Operators</b>		
	<b>Permit Year 1</b>	<b>Permit Years 2-6</b>
<b>Berwick</b>	The Town relies mainly on notifications based on the development review process (staff review with applicants before applications, application review, and planning board meetings). The building permit application provides a notice of the MCGP to applicants.	Same as Permit Year 1
<b>South Berwick</b>	The Town relies mainly on notifications based on the development review process (staff review with applicants before applications, application review, and planning board meetings). The building permit application provides a notice of the MCGP.	Same as Permit Year 1
<b>Eliot</b>	The Town relies mainly on notifications based on the development review process (staff review with applicants before applications, application review, and planning board meetings). The residential building permit application provides a notice of the Post Construction requirements, which in turn alerts applicants of the MCGP.	Same as Permit Year 1

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

<b>Measurable Goal 4.1.1 Notify Construction Site Developers and Operators</b>		
	<b>Permit Year 1</b>	<b>Permit Years 2-6</b>
<b>Kittery</b>	The Town relies mainly on notifications based on the development review process (staff review with applicants before applications, application review, and planning board meetings). The building permit application provides a notice of the MCGP.	Same as Permit Year 1, and in PY2, Town passed an ordinance that requires sediment and erosion control measure be used and an agreement saying so be signed and submitted with the building permit application.
<b>York</b>	The Town relies mainly on notifications based on the development review process (staff review with applicants before applications, application review, and planning board meetings). The building permit application requires that the applicant provide information on the total size of the project and any changes in % impervious cover as a result of the proposed project, which is one way the Town Staff are alerted that a project would require a State Permit such as the MCGP.	The Town's Building/Use Permit Application Form was revised on 4/9/2015. The Town continues to use the updated Building/Use Permit Application Form that was updated.
<b>Changes to Meas. Goal</b>	None	None

### **BMP 4.2: Continue documenting every construction activity that disturb one or more acres within the Urbanized Area.**

*Measurable Goal 4.2.1* – Use a spreadsheet or other tracking mechanism to document the construction activities that disturb one or more acres of land in the Urbanized Area. By June 30 each year the spreadsheet or other tracking mechanism will be updated to include the construction projects in the Urbanized Area that disturbed one or more acres of land.

Responsible Parties:

Berwick – Code Enforcement Officer

South Berwick – Code Enforcement Officer

Eliot – Town Planner

Kittery – Town Planner

York – Stormwater Manager/Code Enforcement Officer

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

<b>Measurable Goal 4.2.1 Track Construction Inspection Activities</b>					
	<b>Permit Year 1</b>	<b>Permit Year 2</b>	<b>Permit Year 3</b>	<b>Permit Year 4</b>	<b>Permit Years 5-6</b>
<b>Berwick</b>	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	Same as PY4
<b>South Berwick</b>	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	Same as PY4
<b>Eliot</b>	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	Same as PY4
<b>Kittery</b>	No projects triggered this requirement this year.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	Same as PY4
<b>York</b>	No projects triggered this requirement this year.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	The Town maintains a spreadsheet to document sites that have been inspected.	Same as PY4

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Measurable Goal 4.2.1 Track Construction Inspection Activities					
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Years 5-6
<b>Changes to Meas. Goal</b>	None	None	None	None	None

### **BMP 4.3: Implementing a construction site inspection program.**

*Measurable Goal 4.3.1* – During the previous permit cycle, the towns of Berwick, South Berwick, Eliot and Kittery developed procedures for construction site inspections by either a municipal official or a contracted third party to meet the terms and conditions of the MS4 General Permit (ensuring that sediment and erosion control at construction sites is implemented in accordance with the Maine Construction General Permit and/or Chapter 500 Basic Standards). The programs include three construction inspections for sediment and erosion control issues in those sites that are in the highest priority watersheds see (BMP 3.5 for listings of highest priority watersheds), and two inspections in all other portions of the Urbanized Areas. One of the inspections occurs at the end of construction to document that final stabilization of the site has been completed. The town of York will implement this program by the end of Permit Year 1 (June 30, 2014). The other towns will continue to implement this program, and by June 30 each year will document this information in the Construction Inspection Tracking spreadsheet or other tracking mechanism (see BMP 4.2).

Responsible Parties:

Berwick – Code Enforcement Officer

South Berwick – Code Enforcement Officer

Eliot – Code Enforcement Officer

Kittery – Town Planner (to document third party inspections), Code Enforcement Officer (to document all other inspections)

York – Stormwater Manager/Code Enforcement Officer

The following is a summary of the activities completed for this Measurable Goal. Any changes to the Measurable Goal are identified in the last row of the table.

Measurable Goal 4.3.1 Describe Inspections completed					
	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Berwick</b>	No sites were under construction that required inspections.	No sites were under construction that required inspections.			

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Measurable Goal 4.3.1 Describe Inspections completed					
	Permit Year 5	Permit Year 6	Permit Year 7		
<b>South Berwick</b>	<p>The Outlook Subdivision project was still under construction this permit year. The code enforcement office inspected the site twice this year and required that catch basins be cleaned and streets be swept.</p> <p>The contractor addressed the issues as requested.</p> <p><u>Updated based on annual report comments:</u> The Town did not issue any notices of violation because the contractor addressed the issues requested.</p>	<p>The Outlook Subdivision roadway was completed this year. The code enforcement officer conducted one formal inspection this year. No issues were identified during the inspection.</p> <p>One additional development outside the urbanized area was also inspected twice this permit year. The first inspection identified minor issues with sediment erosion controls which were corrected by the second inspection 3 days later.</p>			
<b>Eliot</b>	<p>No sites were under construction that required inspections.</p>	<p>No sites were under construction that required inspections. – though it should be noted that the Town does have one development on the edge of the Urbanized Area, but does not discharge to the MS4. This site has come under DEP scrutiny and is being amended. The site will pass through both Planning Board and DEP approvals before any construction is conducted related to the amendments.</p>			

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Measurable Goal 4.3.1 Describe Inspections completed					
	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Kittery</b>	<p>8 sites were under construction that required inspections:</p> <p>Yankee Common Mobil Home Park Expansion was still under construction at the end of PY 5. This site was inspected 44 times.</p> <p>Kittery Storage Solutions was still under construction at the end of PY 5. This site was inspected 19 times.</p> <p>Construction began at the Hampton Inn project in Permit Year 5. 24 Inspections were completed.</p> <p>Construction began on two subdivisions: one on Haley Road and one on School Street. 5 inspections were conducted on School Street and 19 inspections were conducted on Haley Road.</p> <p>There were no major deficiencies at these sites and any minor deficiencies were corrected within 24 hours.</p>	<p>Yankee Common Mobil Home Park and Kittery Storage were completed in PY6 and final inspections were conducted.</p> <p>Three sites were under construction that required inspections:</p> <p>Hampton Inn, which had 8 inspections total. Inspections were completed by both a third party inspector and the Stormwater Coordinator. Some minor issues were identified, but corrected within 24 to 48 hours. Construction was completed by the end of Permit Year 6.</p> <p>School Street Subdivision, which had 4 inspections. Erosion/Sediment Control BMPs did not need any correction. Projects is 50% complete (2 of 4 lots).</p> <p>412 Haley Road Subdivision, which had 9 inspections. Road and common space work was completed in PY5, construction continued on individual house lots.</p>			

## MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Measurable Goal 4.3.1 Describe Inspections completed					
	Permit Year 5	Permit Year 6	Permit Year 7		
	No additional sites passed through planning board in PY 5 that will trigger this requirement.	There were no major deficiencies at these sites and any minor deficiencies were corrected within 24-48 hours.			
<b>York</b>	<p>The only project that triggered this requirement was a Town project (the Connector Road from Route 1 to Ridge Road).</p> <p>At least three inspections were completed to assess sediment and erosion control at these sites. No Major issues were identified and any minor issues were corrected within 24 hours of identification.</p>	<p>The Connector Road project was completed and the final inspection was conducted by Public Works.</p> <p>The new police station is under construction this permit year and two inspections have been completed to date.</p> <p>No major issues were identified during the inspections.</p>			
<b>Changes to Meas. Goal</b>	None	None			

## MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

### **BMP 5.1: Develop and Enforce Ordinance or Similar Measure**

Responsible Parties:

Berwick – Code Enforcement Officer

South Berwick – Code Enforcement Officer

Eliot – Public Works Director

Kittery –Code Enforcement Officer

York – Stormwater Manager / Shoreland Resource Officer

*Measurable Goal 5.1.1* – By June 30, 2015 (end of Permit Year 2), the town of York will implement a Post Construction Discharge Ordinance, applicable to stormwater BMPs on sites that disturb one acre of land or more (including projects less than one acre that are part of a larger common plan of development or sale) that discharge into the MS4. This ordinance (or similar measure) must stipulate that the owner or operator of a post construction stormwater BMP provide the town with an annual report documenting that the BMP is adequately maintained and is functioning as intended or requires maintenance. If the post construction BMP requires maintenance, the owner or operator shall provide a record of the deficiency and corrective action(s) taken to the town.

During the previous permit cycle, the towns of Berwick, South Berwick, Eliot, and Kittery each passed Post Construction Discharge Ordinances. The towns will continue to implement these ordinances. The following is a summary of the ordinance status for the Town of York.

<b>Measurable Goal 5.1.1 Enact Post Construction Discharge Ordinance</b>					
	<b>Permit Year 1</b>	<b>Permit Year 2</b>	<b>Permit Year 3</b>	<b>Permit Year 4</b>	<b>Permit Years 5-6</b>
<b>York</b>	The town drafted a stand-alone ordinance based on the Sample Post-Construction Stormwater Management Ordinance prepare by Maine Municipal Association in 2005. Modifications were made to identify the Stormwater Manager as the administrator, and to enact the ordinance throughout the Town. The Town is also implementing changes to its Site Plan and Subdivision Regulations so they are consistent with the new ordinance. Public Hearings during Permit Year 1 are documented in Measurable Goal 2.1.2 <i>Public Notice for Implementation of the</i>	The Post Construction Discharge Ordinance was approved by voters, and enacted on 11/4/2014.	No work required this permit year.	No work required this permit year.	No work required this permit year.

## MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

Measurable Goal 5.1.1 Enact Post Construction Discharge Ordinance					
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Years 5-6
	<i>General Permit.</i> The ordinance must be approved by voters during the next general election, scheduled for November 2014 (Permit Year 2) to become effective.				
<b>Changes to Meas. Goal</b>	None	None	None	None	None

### **BMP 5.2: Track Post Construction Sites to ensure proper reporting and compliance with the Ordinance**

*Measurable Goal 5.2.1* - The York County MS4s will use a spreadsheet or other mechanism to track sites that trigger the Post Construction Ordinances and to document the following elements which are required to be reported to the Maine DEP:

- The cumulative number of sites that have post construction BMPs discharging into the permittee's MS4;
- A summary of the number of sites that have post construction BMPs discharging into the permittee's MS4 that were reported to the municipality;
- The number of sites with documented functioning post construction BMPs; and
- The number of sites that required routine maintenance or remedial action to ensure that the post construction BMP is functioning as intended.

The towns will update their tracking spreadsheets or other mechanisms by June 30 each year.

The General Permit requires that the towns conduct additional inspections at sites that are located in watersheds of Urban Impaired Streams and Lakes Most at Risk unless a "Qualified Third-Party Inspector" has conducted the inspections. Most MS4s have passed ordinances requiring Qualified Third-Party Inspectors to conduct the inspections to eliminate this requirement, and because it is a good practice.

The waters in the Urbanized Areas of the York County MS4s are not listed as Lakes Most at Risk or Urban Impaired Streams, therefore this requirement does not apply.

Reporting - Documentation of all inspections will be entered into a spreadsheet or other tracking mechanism and annually reported to the Maine DEP.

## MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

The following is a summary of the site inspections required by each of the Town's ordinances:

<b>MG 5.2.1 Tracking Post Construction Sites</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action	0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action			
<b>South Berwick</b>	0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action	0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action (The Outlook Subdivision is still under construction, and so is being inspected under the construction program)			
<b>Eliot</b>	1 site had BMPs discharging into the MS4. 1 site was inspected by the PWD to assess whether their BMPs are functioning or not. 1 site had functioning BMPs. 0 sites required routine maintenance or remedial action	1 site (PSNH Switching Station) had BMPs discharging into the MS4. 1 site was inspected by the PWD to assess whether their BMPs are functioning or not. 1 site had functioning BMPs. 0 sites required routine maintenance or remedial action			

## MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

MG 5.2.1 Tracking Post Construction Sites					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Kittery</b>	<p>0 sites reported to the MS4 whether their BMPs. are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action.</p>	<p>0 sites reported to the MS4 whether their BMPs. are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action.</p> <p>Even though construction was completed on the Kittery Storage Solution, Hampton Inn and Yankee Mobil Home Park, these sites do not discharge to the MS4 – they discharge directly to waters of the state, so they did not trigger the Post Construction Requirements.</p>			
<b>York</b>	<p>0 sites reported to the MS4 whether their BMPs. are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action.</p> <p>The project that was finalized in PY 4 was 731 US Route 1.</p> <p>This site was issued a temporary occupancy permit on 1/19/2018. The Stormwater Manager met with the owner/operator in June 2018 to review the Post Construction Requirements. The site will be required to send a Post</p>	<p>1 site reported to the MS4 whether their BMPs. are functioning or not. 1 sites had functioning BMPs. 1 site required routine maintenance or remedial action (small woody plants present) which was addressed within 2 weeks of identification.</p>			

## MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

MG 5.2.1 Tracking Post Construction Sites					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
	Construction Monitoring Certification to the Town in June 2019.				
<b>Changes to Meas. Goal</b>	None	None			

### **BMP 5.3: Develop LID notification procedures for developers**

*Measurable Goal 5.3.1* - The York County MS4s will develop a procedure to notify developers they should consider low impact development techniques. Though no date is specified in the General Permit for this requirement, the York County MS4s will complete this during Permit Year 2.

Measurable Goal 5.3.1 LID notification to developers					
Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Years 5-6
<b>Berwick</b>	No work required to be completed this Permit Year.	The Town of Berwick implemented new performance standards in their zoning ordinance that requires all applicants to submit a statement to the Planning Board documenting proposed LID for the site, which will help to reduce storm water volumes and help to enhance storm water quality.	The Town continues to implement their LID performance standard.	The Town continues to implement their LID performance standard.	The Town continues to implement their LID performance standard.
<b>South Berwick</b>	No work required to be completed this Permit Year.	The Town of South Berwick Stormwater Management Performance Standards (Chapter 140-29) contains language encouraging developers to facilitate aquifer recharge and directs them to the 2006 Maine Coastal Program LID Guidance Manual for additional LID techniques.	Same as Permit Year 2.	Same as Permit Year 2.	Same as Permit Year 2.

## MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

<b>Measurable Goal 5.3.1 LID notification to developers</b>					
<b>Town</b>	<b>Permit Year 1</b>	<b>Permit Year 2</b>	<b>Permit Year 3</b>	<b>Permit Year 4</b>	<b>Permit Years 5-6</b>
<b>Eliot</b>	No work required to be completed this Permit Year.	The Town of Eliot Planner provides applicants with an EPA brochure describing the water quality and community benefits of LID.	Same as Permit Year 2.	Same as Permit Year 2.	Same as Permit Year 2.
<b>Kittery</b>	No work required to be completed this Permit Year.	The Town of Kittery encourages developers to use LID by incorporating green infrastructure into their own town projects were possible. The Town has an LID Projects brochure on their website, highlighting the LID projects they have implemented. The Town also makes available an EPA brochure describing the water quality and community benefits of LID.	Same as Permit Year 2.	Same as Permit Year 2.	Same as Permit Year 2.
<b>York</b>	No work required to be completed this Permit Year.	The Town of York Site Plan and Subdivision Regulations require that each applicant submit a statement to the Planning Board documenting proposed LID for the site. (Section 9.8.13 of the Stormwater Standards)	Same as Permit Year 2.	Same as Permit Year 2.	Same as Permit Year 2.
<b>Changes to Meas. Goal</b>	None	None	None	None	None

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

### **BMP 6.1: Operations at Municipally Owned Grounds and Facilities**

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Stormwater Coordinator

York – Stormwater Manager / Shoreland Resource Officer

*Measurable Goal 6.1.1* – Develop and maintain Inventories of municipal operations: By June 30, 2014, the town of York will develop an inventory of all municipal operations conducted in, on, or associated with facilities, buildings, golf courses, cemeteries, parks and open space that have the potential to cause or contribute to stormwater or surface water pollution within the Urbanized Area.

During the previous permit cycle, the towns of Berwick, South Berwick, Eliot, and Kittery each developed an inventory of all municipal operations conducted in, on, or associated with facilities, buildings, golf courses, cemeteries, parks and open space that have the potential to cause or contribute to stormwater or surface water pollution. These towns will review the inventories and update them if necessary to include any new properties that have the potential to cause or contribute to stormwater or surface water pollution.

Progress on the Measurable Goal is provided in the following Table:

<b>Measurable Goal 6.1.1 Inventory of Municipal Operations</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	The inventory was reviewed with the Highway Foreman on 3/6/2018. No changes to the inventory were needed.	The inventory was reviewed at the 3/5/3019 training and no changes to the inventory were needed.			
<b>South Berwick</b>	The inventory was reviewed as part of the training on 4/17/2018 and no new sites were identified.	The inventory was reviewed at the 3/5/3019 training and the only change needed is to include the new Police Station, which was constructed in the Urbanized			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>Measurable Goal 6.1.1 Inventory of Municipal Operations</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	The Teen Barn is closed and the barn is no longer in use so this O&M has been retired.	Area in 2019. The O&M Plan will be written in PY7.			
<b>Eliot</b>	The inventory was reviewed with the Public Works Director in March 2018 and no new sites were identified.	The inventory was reviewed with the Public Works Administrative Assistant in May 2019 and no new sites were identified, but responsibility for the Parks was transferred to Public Works. The Change was made to the O&M Procedures in June 2019.			
<b>Kittery</b>	The inventory was reviewed in the spring of 2018 and no new sites were identified.	The Stormwater Coordinator continually reviews the O&M Inventory as she meets with responsible individuals each year. No changes to the inventory were required in Permit Year 6.			
<b>York</b>	The inventory was reviewed in the spring of 2018 and no new sites were identified. The Town purchased a property on the west side of Route 1, but this property is outside the UA. As such, it is not required to have an O&M or SWPPP, but the Town will prepare one to ensure operations are protective of stormwater.	The Stormwater Manager continually reviews the O&M Inventory as she meets with responsible individuals each year. No changes to the inventory were required in Permit Year 6.			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Measurable Goal 6.1.1 Inventory of Municipal Operations					
	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Changes to Meas. Goal</b>	None	None	None	None	None

*Measurable Goal 6.1.2* – Develop and implement Operation and Maintenance Procedures for municipal operations: By June 30, 2015, the town of York will develop a set of operation and maintenance procedures to ensure the long-term operation of structural and non-structural controls that reduce stormwater pollution to the maximum extent practicable.

During the previous permit cycle, the towns of Berwick, South Berwick, Eliot, and Kittery each developed operation and maintenance procedures for the municipal operations that could impact stormwater within the Urbanized Area. The procedures identify municipal contacts, responsible for ensuring the procedures are implemented on-site. The parties responsible for this BMP ensure that the municipal contacts understand the procedures and have updated copies of the procedures. The towns will continue to implement these procedures, and will implement new procedures in any new municipal properties as necessary to protect stormwater. Where implementation of O&M procedures is required by an entity such as a fire or police department, the O&M procedures will be kept at the department. If implementation is conducted by public works, the O&M procedures will be kept at public works.

Progress on the Measurable Goal is provided in the following Table:

Measurable Goal 6.1.2 Implement O&M Procedures					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Berwick</b>	No updates were required this year.	The O&M Procedures were provided to responsible parties via email for review. No updates were required this Permit Year.			
<b>South Berwick</b>	No updates were required this year. The Teen Barn is still owned by the Town, but is no longer in use.	The O&M Procedures were provided to responsible parties via email for review. No updates were required this Permit Year.			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>Measurable Goal 6.1.2 Implement O&amp;M Procedures</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Eliot</b>	No updates were required this year.	The O&M Procedures were provided to responsible parties via email for review.  No updates were required this Permit Year.			
<b>Kittery</b>	No updates were required this year.	The O&M Procedures were reviewed with staff in a Department Meeting on 4/23/2019, The staff indicated they are very familiar with the MS4 program and O&M procedures, and no updates were required.			
<b>York</b>	The O&M for the Police Station was finalized. No other changes were needed to the other O&M procedures.	The Stormwater Manager met to review the O&M Procedures as follows:  a. the Parks and Rec Department Foreman and Director to review the Procedures on 4/3/2019. No changes were needed.  b. the School Department Facilities Manager on 2/4/2019. Changes were needed. The Facilities Manager requested a short Powerpoint training deck and was provided one to train others in the procedures. No			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Measurable Goal 6.1.2 Implement O&M Procedures					
Town	Permit Year 5	Permit Year 6	Permit Year 7		
		changes were needed to the O&M. c. the Village Fire Chief on 3/25/2019. The Chief noted that the diesel generator will be replaced with a propane generator in PY7, which will require an update to the O&M.			
<b>Changes to Meas. Goal</b>	None	None			

### **BMP 6.2: Training**

*Measurable Goal 6.2.1* – Annual stormwater training will be offered by the MS4 on various topics on a rotating basis in each town depending on town-specific needs. Topics will include general MS4 permitting, operation and maintenance procedures for municipal operations, and stormwater pollution prevention plan implementation.

Reporting - Annual reports to DEP each year of the permit will include information on the types of trainings presented, the number of municipal and contract staff the received training, the length of the training and effectiveness of the training.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Stormwater Coordinator

York – Stormwater Manager / Shoreland Resource Officer

Progress on the Measurable Goal is provided in the following Table. Beginning in Permit Year, details on how many people were trained is provided (requested by the Maine DEP).

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Measurable Goal 6.2.1 Training					
	Permit Year 5	Permit Year 6	Permit Year 7		
<b>Berwick</b>	<p>As reported in MCM 1, the new Code Enforcement Officer was trained for 1 hour on 2/28/2018 the Construction, Post Construction and IDDE elements of the MS4 Permit with emphasis on the Code Officer's Role. The Code Officer expressed that the training was very informative and helpful.</p> <p>The Public Works Administrative Assistant was trained for 1 hour on 2/28/2018 on the Oil SPCC Plan and SWPPP for the DPW garage. The training consisted of a review of the plans and a site walk and mock inspections of the facilities. The Assistant stated the training was effective, in that it will allow her to conduct inspections as a back-up to the Highway Foreman.</p> <p>All 4 of the Highway Crew, the Public Works Administrative Assistant and the Town Engineer (who is also the Code Officer) were trained on 4/17/2018. The training took just over 1 hour to complete. The training was a Jeopardy style question and answer session on the following topics: MS4 in general, Oil SPCC, SWPPPs and O&amp;M Plans, IDDE and Construction Runoff Control. All questions were answered, and the</p>	<p>As reported in MCM 1 two new Code Enforcement Officers were trained by the Assistant Planner in their MS4 duties. The Code Officers asked questions and generally indicated the training was informative and helpful.</p> <p>All 5 of the Highway Crew and the Public Works Administrative Assistant were trained on 3/5/2019.</p> <p>The training took 1.5 hours to complete. The training consisted of an initial overview of the MS4 program, followed by a Jeopardy style question and answer session on the following topics: MS4 in general, Oil SPCC, SWPPPs and O&amp;M Plans, IDDE and Construction Runoff Control. The questions were all updated from the prior year's game.</p> <p>All questions were answered, and the questions generated good discussion. Anecdotal feedback after the training indicated it was an effective and informative training.</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>Measurable Goal 6.2.1 Training</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>questions generated good discussion. Anecdotal feedback after the training indicated it was an effective and informative training.</p>				
<b>South Berwick</b>	<p>Four of 5 of the Public Works crew, the Town Engineer, the Town Manager, and the Custodian/Maintenance person (who is listed on three of the Town’s O&amp;M Plans) were trained on 4/17/2018. The training took just over 1 hour to complete. The training was a Jeopardy style question and answer session on the following topics: MS4 in general, Oil SPCC, SWPPPs and O&amp;M Plans, IDDE and Construction Runoff Control. All questions were answered, and the questions generated good discussion. Anecdotal feedback after the training indicated it was an effective and informative training.</p> <p>Three Transfer Station attendants were trained on 4/18/2018 on-site. The training consisted of a site walk and SWPPP review with the main attendant who conducts the inspections and wet weather monitoring. This portion lasted approximately 45 minutes. The other two attendants were shown the stormwater binder, and the general goals of the plan were described over approximately 15 minutes. The</p>	<p>All of the Highway Crew and the Public Works Director were trained on 3/5/2019.</p> <p>The training took 1.5 hours to complete. The training consisted of an initial overview of the MS4 program, followed by a Jeopardy style question and answer session on the following topics: MS4 in general, Oil SPCC, SWPPPs and O&amp;M Plans, IDDE and Construction Runoff Control. The questions were all updated from the prior year’s game.</p> <p>All questions were answered, and the questions generated good discussion. Anecdotal feedback after the training indicated it was an effective and informative training.</p>			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Measurable Goal 6.2.1 Training					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>attendants all asked relevant questions about the plan and indicated they understood the information, therefore the training is considered to be effective.</p> <p>Additional training related to stormwater also included:</p> <p>The Public Works Administrative Assistant was trained in the Oil SPCC Plan and SWPPP so she can assist with inspections. The training consisted of conducting a site inspection with her (1 hour). She indicated the training was informative.</p>				
<b>Eliot</b>	<p>Five of the Public Works crew, the Administrative Assistant, and the Town Planner were trained on 4/17/2018. The training took just over 1 hour to complete. The training was a Jeopardy style question and answer session on the following topics: MS4 in general, Oil SPCC, SWPPPs and O&amp;M Plans, IDDE and Construction Runoff Control. All questions were answered, and the questions generated good discussion. Anecdotal feedback after the training indicated it was an effective and informative training.</p>	<p>All 4 of the Highway Crew, the Public Works Director, Administrative Assistant, and the Town Planner were trained on 3/5/2019.</p> <p>The training took 1.5 hours to complete. The training consisted of an initial overview of the MS4 program, followed by a Jeopardy style question and answer session on the following topics: MS4 in general, Oil SPCC, SWPPPs and O&amp;M Plans, IDDE and Construction Runoff Control. The questions were all updated from the prior year's game.</p>			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Measurable Goal 6.2.1 Training					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>Five (5) Transfer Station attendants were trained on 5/30/2018 on-site. The Public Works Director and his administrative assistant both attended the training (they do the good housekeeping, Oil SPCC and wet weather monitoring inspections). The training consisted of a site walk and SWPPP review lasting about 30 minutes. The attendants all asked relevant questions about the plan and indicated they understood the information, therefore the training is considered to be effective.</p> <p>The Public Works Director, Planner and Code officer attended a two-day training and became a certified Stormwater Inspectors in September 2017.</p>	<p>All questions were answered, and the questions generated good discussion. Anecdotal feedback after the training indicated it was an effective and informative training.</p> <p>Two Recycling Center employees were trained on 6/26/2019. The Public Works Administrative Assistant attended also. The training consisted of a review of the MS4 program in general, and the DPW/Recycling Center SWPPP and Oil SPCC Plan, followed by a group 30 minute inspection of the facility. Anecdotal feedback after the training indicated it was an effective and informative training.</p>			
<b>Kittery</b>	<p>The Stormwater Coordinator trained the new catch basin cleaning person on the iPad use on 5/9/2018. The training lasted 45 minutes and consisted of a desktop and field component. The training was apparently effective because the new operator is putting good detailed notes in the Collector app as he cleans basins.</p>	<p>SWPPP, and SPCC Training was provided to 17 transfer station and DPW employees on 5/14/2019 by the Stormwater Coordinator. The Jeopardy game was updated and presented again. It was an informative and interesting way to engage the staff in stormwater discussions. Overall the training lasted 1 hour and the based on the attendees</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>Measurable Goal 6.2.1 Training</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>The Stormwater Coordinator attended the Maine Water &amp; Sustainability Conference on 3/29/2018.</p> <p>SWPPP, and SPCC Training was provided to 17 transfer station and DPW employees on 6/22/2018 by the Stormwater Coordinator. The Jeopardy game was updated and presented again. It was an informative and interesting way to engage the staff in stormwater discussions. Overall the training lasted 1 hour and the based on the attendees level of engagement and involvement, the training was effective.</p> <p>The Stormwater Coordinator is studying to obtain professional certification for the Envirocert Certified Professional in Municipal Stormwater Management and the National Stormwater Center Certified Stormwater Inspector – Municipal (MS4). These courses will be completed in Fall 2018.</p> <p>The Stormwater Coordinator and the Public Works Foreman attended the Maine Stormwater Conference in October 2017.</p>	<p>level of engagement and involvement, the training was effective.</p> <p>The Stormwater Coordinator did obtain professional certification for the Envirocert Certified Professional in Municipal Stormwater Management and the National Stormwater Center Certified Stormwater Inspector – Municipal (MS4).</p>			
<b>York</b>	<p>On 10/2/2017, the GIS Director (B. Horr), GIS Consultant (AGIS), and Stormwater Consultant (IEE) provided a one-hour</p>	<p>A 1.5 hour training was provided to 11 York Public Works Employees and the Stormwater Manager on 6/4/2019. The</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>Measurable Goal 6.2.1 Training</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>training was provided to the two DPW staff who inspect catch basins before the contractor arrives for cleaning. The training consisted of a review of the iPad collector application, and all fields that need to be completed as part of the inspection (assessment of illicit discharges, maintenance condition and illicit discharge condition, and use of Q Alert to document any conditions that need follow-up). The training was effective, as evidenced by the fact that the staff used Q-alert several times during the cleaning events. The Q-alert items are documented under MCM3 for IDDE items and MCM 6 for maintenance items. The Public Works Director and Supervisor were in attendance.</p> <p>A 1.5 hour training was provided to 18 Public Works Employees on 5/22/2018. The training consisted of a brief overview of the MS4 program –a 3-page summary was provided to attendees and reviewed. After the review the attendees participated in a Jeopardy style game answering questions about their town. An evaluation form provided after the training .</p> <p>Attendees were not required to provide their names on the forms to allow for</p>	<p>training consisted of a brief review of the status of the MS4 permit, upcoming Lawns to Lobsters programs and IDDE investigations. After the review the attendees participated in a Jeopardy style game answering questions about their town. The questions were all updated from last year’s game. Employees were engaged, and knew the answers to most questions. Discussions followed most of the questions indicating the employees understood the information being provided. The Public Works Director stated afterward that the game was an effective way to engage and transfer information about the stormwater program to the employees.</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>Measurable Goal 6.2.1 Training</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>honest feedback. Of the 18 attendees, 14 surveys were returned. All surveys indicated the training was informative, and that they learned something or were reminded of something that they would implement in their daily job to protect stormwater from pollution.</p> <p><u>Additional information based on Annual Report comments:</u> All public works employees trained were York public works employees.</p> <p>Additional training included:</p> <p>The Town hosted the Non-Point Source Erosion Training for Contractors on 11/15/2017.</p> <p>The Stormwater Manager attended a NASSCO training and became certified in pipeline condition assessments on June 19 and 20, 2018</p> <p>The Stormwater Manager and Code Enforcement Officer attended the Maine Sustainability Conference on 3/29/2018.</p>				
<b>Changes to Meas. Goal</b>	None	None	None	None	None

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

### BMP 6.3: Continue Street Sweeping Program

Measurable Goal 6.3.1 - Each Permit Year the York County MS4s will continue to sweep all publicly accepted paved streets and publicly owned paved parking lots at least once a year as soon as possible after snowmelt.

Responsible Parties:

Berwick – Public Works Director

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Public Works Director

Progress on the Measurable Goal is provided in the following Table. In permit year 3 the following details are provided as requested by the Maine DEP: information on whether or not municipal lots are swept, the volume of material collected in cubic yards and the disposal location/final disposition of material collected.

<b>MG 6.3.1 Street Sweeping</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	Street sweeping of the roads and municipal parking lots was conducted on 4/20 and 4/21/2018, as soon as possible after snow melt.  Approximately 6 cy of material was removed from the streets (an increase from past years due to sanding because of winter ice). This material had no observable litter or petroleum and was re-used for fill material in public works projects.	Street sweeping of the roads and municipal parking lots was conducted on 4/5/2019, as soon as possible after snow melt.  Approximately 5 cy of material was removed from the streets (an increase from past years due to sanding because of winter ice). This material had no observable litter or petroleum and was re-used for fill material in public works projects.			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

<b>MG 6.3.1 Street Sweeping</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>South Berwick</b>	<p>Street sweeping of the roads and municipal parking lots was conducted on September 11 and October 6 of 2017, April 6 through 18 and May 24 of 2018.</p> <p>Approximately 7 cy of material was collected during sweeping. The material is placed within an area surrounded by erosion control mix for drying. Once dry it is beneficially re-used as road fill.</p>	<p>Street sweeping of the roads and municipal parking lots was conducted on August 31, 2018; March 28, 29, and 30, 2019, and May 24, 2019.</p> <p>Approximately 4 cy of material was collected during sweeping. The material is placed within an area surrounded by erosion control mix for drying. Once dry it is beneficially re-used as road fill.</p>			
<b>Eliot</b>	<p>Street sweeping was conducted by the Kittery Public Works for the Town of Eliot on May 24-25 in the urbanized area of town. All town roads and parking lots were swept.</p> <p>Approximately 16 cy (2 loads) of material was collected during sweeping. The sweepings are deposited at the Kittery Recycling Center/Transfer Station.</p>	<p>Street sweeping was not conducted during Permit Year 6. The Public Works Department was short staffed, and the agreement with Kittery was no longer in place to sweep streets. The Public Works Department is sending out an RFP to obtain services from a third party for street sweeping and catch basin cleaning. Street Sweeping will be conducted as soon as possible in the fall of 2019.</p>			
<b>Kittery</b>	<p>Street sweeping of the roads and municipal parking lots was conducted throughout the</p>	<p>Street sweeping of the roads and municipal parking lots was conducted throughout the</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.3.1 Street Sweeping</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>summer and fall of 2017 and began again on 4/18/2018 in the urbanized area of Town.</p> <p>According to the Town log, approximately 392 cy (49 loads) of material were collected during sweeping. The sweepings are deposited at the Kittery Recycling Center/Transfer Station.</p> <p>Leaf removal in the fall removed 144 cy from the streets.</p>	<p>summer and fall of 2019 and began again on 4/16/2019 in the urbanized area of Town.</p> <p>According to the Town log, approximately 216 cy (27 loads) of material were collected during sweeping. The sweepings are deposited at the Kittery Recycling Center/Transfer Station.</p> <p>Leaf removal in the fall removed 480 cy (60 loads) from the streets.</p>			
<b>York</b>	<p>Street sweeping was conducted on streets in the Short Sands Beach and Long Sands Beach area daily from Memorial Day to Labor Day in 2017, and began again April 5, 2018.</p> <p>All streets and municipal parking lots in the Urbanized Area of Town are swept annually.</p> <p>According to the Town log, approximately 87 cy of material</p>	<p>Street sweeping was conducted on streets in the Short Sands Beach and Long Sands Beach area daily from Memorial Day to Labor Day in 2018, and began again May 15, 2019.</p> <p>All streets and municipal parking lots in the Urbanized Area of Town are swept annually.</p> <p>According to the Town log, approximately 36 cy of material were collected during sweeping.</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.3.1 Street Sweeping</b>					
<b>Town</b>	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>were collected during sweeping.</p> <p>Sand that is collected from the beaches is screen to remove litter and debris and is returned to the beach as allowed by Maine DEP rules.</p> <p>The other sweepings are deposited at the Chases Pond Road Garage and are beneficially re-used as road material.</p> <p><u>Additional information based on Annual Report comments:</u> Dates of sweeping were corrected.</p>	<p>Sand that is collected from the beaches is screen to remove litter and debris and is returned to the beach as allowed by Maine DEP rules.</p> <p>The other sweepings are deposited at the Chases Pond Road Garage and are beneficially re-used as road material.</p>			
<b>Changes to Meas. Goal</b>	None	None	None	None	None

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

### **BMP 6.4: Cleaning of Stormwater Structures Including Catch Basins**

*Measurable Goal 6.4.1* - Each permit year the York County MS4s will inspect at least 50% of their MS4 catch basins and will clean catch basins that accumulate more than three inches of sediment. The towns will clean catch basins more frequently if inspections indicate excessive accumulation of sediment. Excessive accumulation is greater than or equal to 50 percent filled.

Responsible Parties:

Berwick – Public Works Director

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Public Works Director

Progress on the Measurable Goal is provided in the following Table:

<b>MG 6.4.1 Catch Basin Cleaning</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	<p>Catch basins were not cleaned in Permit Year 5 because the third party contractor pushed the cleaning to July 2018 (they were originally scheduled to clean basins at the beginning of June).</p> <p>The 41 basins that needed cleaning were all cleaned the week of 9/4/2018 (permit year 6).</p> <p>Correction in PY6: 22 of the 41 basins that needed cleaning had excess sediment.</p>	<p>Catch basin cleaning was again delayed this permit year to the due to contractor scheduling.</p> <p>The 22 basins that had excess sediment in PY5 were inspected again and only 10 needed cleaning (8 of them again had excess sediment). The other 12 basins had less than 4 inches of sediment.</p> <p>In PY6 42 basins needed cleaning: the 10 from PY6 which again needed cleaning, 26 additional basins with excess sediment, and 6</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.4.1 Catch Basin Cleaning</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
		<p>basins that had 6 to 12 inches of sediment.</p> <p>These catch basins were cleaned the week of 8/5/2019 (permit year 7).</p>			
<b>South Berwick</b>	<p>The Town changed catch basin cleaning contractors in 2018, and cleanings are scheduled for the fall of 2018. The Town inspected 269 catch basins in the urbanized area between 7/16 and 7/27/2018. Based on the inspections, 121 basins will require cleaning, which includes the 41 basins that had excess sediment on 5/3/2017 and 5/4/2017.</p> <p>115 of these basins checked had excess sediment this year. The increase in excess sediment is because of road work completed. The roads worked on were flagged for inspection to ensure cleaning if needed.</p> <p><u>Update based on Annual Report comments:</u> Based on the July 2018 inspections, though only 121 basins required cleaning, a total of 230 of the were cleaned the week of October 22, 2018. 97 of the basins</p>	<p>Of the 332 basins in the urbanized area that were inspected during Permit 6 (which included the basins that excess sediment in Permit Year 5), 95 required cleaning (4 additional basins outside the UA were cleaned based on inspections). 86 of the basins had excess sediment and will be inspected again during Permit year 7.</p> <p>The basins were cleaned the week of 6/24/2019.</p> <p>48 cy of material were collected during cleaning and will be beneficially reused as fill.</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.4.1 Catch Basin Cleaning</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>with excess sediment were cleaned – the remaining basins with excess sediment (18) were not cleaned because the inspector was not able to accompany the cleaning contractor due to other work obligations. Because of the unavailability of the public works inspector, 26 other basins were not cleaned that should have been (though these did not have excess sediment – they just had more than 3 inches of sediment).</p>				
<b>Eliot</b>	<p>The Town attempted to inspect all catch basins in the urbanized area in PY5 and was able to inspect 141 structures and cleaned 102 of them from November 2 to November 16, 2017.</p> <p>The 15 basins from PY 4 that had excess sediment were cleaned again in PY 5. In PY 5, only 5 basins had excess sediment (171, 145, 69, 7 and 160). Of these, only basin 160 had excess sediment in both PYs 4 and 5.</p> <p>Approximately 136 cy of material was removed and disposed of at the Kittery Recycling Center/Transfer Station.</p>	<p>The Town of Kittery conducts the catch basin inspections and cleaning for the Town of Eliot. Of the 128 basins that were inspected, 110 were cleaned. Because the operator was new this year, he did not identify which basins had excess sediment.</p> <p>Of the 5 basins identified in PY5 as having excess sediment, catch basins 171 and 145 were not inspected because they were outside the urbanized area and the new operator did not know to clean them, cbs 7 and 160 were cleaned again, and cb 69 was</p>			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

MG 6.4.1 Catch Basin Cleaning					
	Permit Year 5	Permit Year 6	Permit Year 7		
		inspected but did not need cleaning.			
<b>Kittery</b>	<p>The Town cleaned 703 catch basins removing 1,522 cubic yards of grit.</p> <p>Any basins with excess sediment in PY 4 were inspected and cleaned again as part of the program.</p>	<p>The Town cleaned 480 catch basins and drain manholes, removing 1,136 cubic yards (142 loads) of grit.</p> <p>This year there were 57 basins with excess sediment. The basins with excess sediment in PY 5 were inspected and cleaned again as part of the program.</p>			
<b>York</b>	<p><u>This information was updated to reflect review of PY 5 data based on DEP annual report comments:</u></p> <p>218 MS4 catch basins were cleaned in PY5 including three of the four catch basins that had excess sediment in PY4. The fourth basin was not accessible due to high traffic, and was determined in PY 6 to be just outside the urbanized area.</p> <p>In PY 5, 50 basins had excess sediment.</p> <p>The October/November 2017 cleaning resulted in removal of 125 cubic yards of material . The</p>	<p>136 MS4 catch basins were cleaned in PY6.</p> <p>Of the 50 catch basins that had excess sediment in PY5:</p> <ul style="list-style-type: none"> <li>• Eight (8) were missed by the crew,</li> <li>• One (1) was not inspected because it needs maintenance</li> <li>• 15 were inspected and cleaned</li> <li>• 26 were inspected, but not cleaned because they did not have more than 3 inches of sediment</li> </ul> <p>During PY 6, 8 basins had excess sediment and will be inspected</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.4.1 Catch Basin Cleaning</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	material was not sampled this year because no beneficial use is planned for the near future, and the Maine DEP updated the Chapter 418 beneficial Use Rule, so that analysis is no longer required. The material did not have any visible oil and so can be used beneficially as road fill if needed.	again and cleaned if more than three inches of sediment is present in the sump.  The PY6 cleaning resulted in removal of 42 cubic yards of material. This material will be used beneficially as road fill if needed.			
<b>Changes to Meas. Goal</b>	None	None			

**BMP 6.5: Maintenance and Upgrading of Stormwater Conveyances and Outfalls**

*Measurable Goal 6.5.1* – By June 30, 2015, the town of York will develop a prioritized schedule for repairing or upgrading the stormwater conveyances, structures and outfalls of the regulated MS4.

The towns of Berwick, South Berwick, Eliot and Kittery developed prioritized maintenance programs during the previous permit cycle, and will continue to implement those programs.

Responsible Parties:

Berwick – Public Works Director

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Public Works Director

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Progress on the Measurable Goal is provided in the following Table:

<b>MG 6.5.1 Maintaining and Upgrading Stormwater Conveyances and Outfalls</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	<p>Reconstruction of Outfalls 05 and 06 on Moulton and Saw Mill Hill Road was completed in Permit Year 5.</p> <p>Planning for reconstruction of Outfall 8 on first street began in Permit Year 5. An RFP for design services was created in June 2018, but when the project was reviewed again in July 2018, the Highway Foreman and Town Manager decided to complete the project using operating funds. An RFP will be created to reconstruct OF7 on Moulton Road in the summer of 2018.</p>	<p>Design Services for reconstruction of Outfall 8 on Moulton Street were procured. Design is underway and is anticipated to be completed in PY7.</p> <p>The Public Works Department also put in a new catch basin on Pine Hill Road, ditched Pine Hill road to the water tower (both sides) and replaced driveway and cross culverts. The GIS was updated to reflect the changes.</p>			
<b>South Berwick</b>	<p>The following maintenance was conducted in PY 5:</p> <p>Inspected and cleaned portion of ditch on Dawson Street.</p> <p>Inspected and completely reworked ditches on Junction Road. Spread out the discharge at ditch outlets.</p> <p>Inspected and repaired as needed catch basins on Hickory</p>	<p>The following maintenance was conducted in PY 6:</p> <ol style="list-style-type: none"> <li>1. Added one new catch basin on Union Street</li> <li>2. Added new basins and pipe on Dawson Street to cure eroding ditch.</li> <li>3. Repaired deteriorated concrete basins : 1 on Dogwood Drive, one at the intersection of Dogwood Drive and Willow Drive, Two on Beach Road</li> </ol>			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

MG 6.5.1 Maintaining and Upgrading Stormwater Conveyances and Outfalls					
	Permit Year 5	Permit Year 6	Permit Year 7		
	<p>Lane, Tamarack Drive, and Chestnut Drive.</p> <p>Inspected and reworked ditches on Clarks Lane and Vaughns Lane.</p>	<ol style="list-style-type: none"> <li>4. Dead end of Butler street – repaired and reshaped pavement around trench drain to correct erosion problems.</li> <li>5. Repaired one catch basin on Young Street to capture water before causing erosion problems.</li> <li>6. Repaired two catch basins on Norton street.</li> </ol>			
<b>Eliot</b>	<p>The following maintenance was conducted on the storm drain system during Permit Year 5:</p> <p>a.Phase I of the Staples/Wood/Leech road was constructed in the Fall of 2017.</p> <p>Additional ditching and a culvert replacement was completed at Governor Hill Rd and River Road.</p>	<p>Phase II of the Staples/Wood/Leech Road project was completed in the Fall of 2018.</p> <p>The RFP for the next capital project (Spinney Creek Road/Hobbs Circle) was issued and a design engineer was selected.</p>			
<b>Kittery</b>	<p>Based on catch basin, ditch, outfall, and opportunistic inspections, the Town repaired or replaced 9 catch basins, over 605 feet of drain line, completed 657 feet of ditching.</p>	<p>Based on catch basin, ditch, outfall, and opportunistic inspections, the Town repaired 2 catch basins, repaired and/or replaced at least 60 feet of drain line, completed at least 250 feet of ditching with culvert cleaning, repair or replacement. Some additional projects were completed associated</p>			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.5.1 Maintaining and Upgrading Stormwater Conveyances and Outfalls</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>The following capital projects were completed which included stormwater infrastructure improvements:</p> <p>Emery Field Drainage Improvements,</p> <p>Memorial Traffic Circle</p> <p>DOT bypass (still in progress, but the Town will accept after the project is completed).</p>	<p>with road repairs but lengths of ditch line and pipe repair/replacement were not tracked.</p>			
<b>York</b>	<p>Improvements to the storm drain system during Permit Year 5 included the following projects:</p> <p>Long Beach Avenue and the Long Beach Bath House (included new infrastructure at the Bath House, other structures along the road were just raised to match pavement).</p> <p>Connector Parkway (Rt 1 to Ridge Road) – minor ditching (mostly paving).</p>	<p>In addition to ditching and culvert work outside the Urbanized Area, improvements to the storm drain system in the UA in Permit Year 6 included the following projects:</p> <p>The Long Beach Ave/Long Beach Bath House project was still being completed.</p> <p>The Connector Parkway project was completed.</p> <p>Beach Ridge Road catch basins and culverts were replaced.</p>			

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

MG 6.5.1 Maintaining and Upgrading Stormwater Conveyances and Outfalls					
	Permit Year 5	Permit Year 6	Permit Year 7		
	Barrell Lane: installed one new catch basin and piping with an outfall.  Harmon Park: new drainage installed.	Drainage work on Scotland Bridge Road was started.			
<b>Changes to Meas. Goal</b>	None	None	None	None	None

### **BMP 6.6: Stormwater Pollution Prevention Plans (SWPPP's)**

*Measurable Goal 6.6.1* – By June 30, 2015 (the end of Permit Year 2), the town of York will prepare a Stormwater Pollution Prevention Plan for its Beach Garage, which is the only public works, transfer station or school bus maintenance facility in the Urbanized Area. The SWPPP will be prepared to conform to the conditions and requirements of the Maine Multi-Sector General Permit for Stormwater Discharge Associated with Industrial Activity published April 26, 2011 (MSGP).

By June 30, 2014 (the end of Permit Year 1), the towns of Berwick, Eliot and South Berwick will update their SWPPPs to conform to the MSGP.

During subsequent permit years, the towns will implement the SWPPPs, including conducting quarterly visual monitoring and quarterly housekeeping inspections.

Reporting - Annual reports to DEP each year will include a status report on the development of the SWPPP's.

Responsible Parties:

Berwick – Town Planner

South Berwick – Public Works Director

Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Public Works Director

## MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Progress on the Measurable Goal is provided in the following Table:

<b>MG 6.6.1 Stormwater Pollution Prevention Plans</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
<b>Berwick</b>	The Town reviewed and updated the SWPPP for the Public Works Garage in April 2018 to reflect the new administrative assistant can help with inspections. The site figure was changed from a CAD design drawing for the building to an annotated aerial figure for ease of locating activities and materials referenced in the SWPPP. The Town continues to implement the SWPPP.	The Town implemented the SWPPP requirements in Permit Year 6 except that a few inspections were missed due to the fact that the facility is normally not staffed (personnel are out around town completing jobs, and no administrative assistant is present at the facility).  No edits to the SWPPP were needed.			
<b>South Berwick</b>	The Transfer Station SWPPP was updated so that the inspection reports can be maintained at the Transfer Station.  The Public Works SWPPP was also updated in April 2018 to	The Town implemented the SWPPP requirements in Permit Year 6.  Minor edits to the drainage areas for outfalls were made to the site figures.			

**MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>MG 6.6.1 Stormwater Pollution Prevention Plans</b>					
	<b>Permit Year 5</b>	<b>Permit Year 6</b>	<b>Permit Year 7</b>		
	<p>correct a tank size on the figure.</p> <p>The Town continues to implement these plans.</p>				
<b>Eliot</b>	<p>The SWPPP figure was updated in January 2018. The PY 4 update was a hand annotation in the paper document.</p> <p>The Town continues to implement the SWPPP.</p>	<p>No updates were needed to the SWPPPs.</p> <p>The Town continues to implement these plans.</p>			
<b>Kittery</b>	<p>No updates were needed to the SWPPPs.</p> <p>The Town continues to implement these plans.</p>	<p>No updates were needed to the SWPPPs.</p> <p>The Town continues to implement these plans.</p>			
<b>York</b>	<p>No updates were needed to the SWPPPs.</p> <p>The Town continues to implement these plans.</p>	<p>No updates were needed to the SWPPPs.</p> <p>The Town continues to implement these plans.</p>			
<b>Changes to Meas. Goal</b>	None	None	None	None	None

# **ATTACHMENT B**

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## **TOWN CERTIFICATIONS**

MS4 ANNUAL REPORT CERTIFICATION  
FOR THE PERIOD JULY 1, 2018 – JUNE 30, 2019

The General Permit requires that this Annual Report be certified by either a principal executive officer or ranking elected official. This section provides the necessary 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 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."

Signature: \_\_\_\_\_

Printed Name: Stephen G. Eldridge

Date: August 19, 2019

Title: Town Manager

Municipality: Town of Berwick

MS4 ANNUAL REPORT CERTIFICATION  
FOR THE PERIOD JULY 1, 2018 – JUNE 30, 2019

The General Permit requires that this Annual Report be certified by either a principal executive officer or ranking elected official. This section provides the necessary 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 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."

Signature:  \_\_\_\_\_

Printed Name: Kendra Amaral

Date: August 16, 2019

Title: Town Manager

Municipality: Town of Kittery

MS4 ANNUAL REPORT CERTIFICATION  
FOR THE PERIOD JULY 1, 2018 – JUNE 30, 2019

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Signature: 

Printed Name: Dana K. Lee

Date: 8/19/19

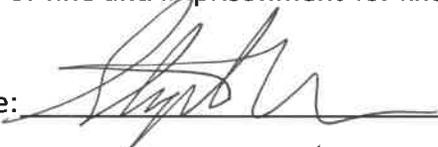
Title: Town Mgr.

Municipality: Eliot

MS4 ANNUAL REPORT CERTIFICATION  
FOR THE PERIOD JULY 1, 2018 – JUNE 30, 2019

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Signature:  \_\_\_\_\_

Printed Name: Stephen H. Burns

Date: 8/21/19

Title: Town Manager

Municipality: York, Maine

MS4 ANNUAL REPORT CERTIFICATION  
FOR THE PERIOD JULY 1, 2018 – JUNE 30, 2019

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Signature: 

Printed Name: PERRY A. ELSWORTH

Date: 9/10/2019

Title: Town Manager

Municipality: South Benwick