



Ms. Alison Moody, Municipal/Industrial Stormwater Inspector
Maine Department of Environmental Protection
17 State House Station
Augusta, ME 04333-0017

September 12, 2017

Sent via email to alison.r.moody@maine.gov

**Subject: Southern Maine Stormwater Working Group Annual Report Permit Year 4
July 1, 2016 through June 30, 2017
General Permit for the Discharge of Stormwater from Small Municipal Separate Storm
Sewer Systems (MS4s)**

Dear Ms. Moody:

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).

On behalf of these Towns, Integrated Environmental Engineering, Inc. (Integrated Environmental) is providing an Annual Report documenting the activities completed between July 1, 2016 and June 30, 2017, during Permit Year 4 of the 2013-2018 General Permit cycle. 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 Plan (SWPMP, last revised 3/30/2016) 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 Best Management Practices being used to implement the General Permit were applicable to the York County MS4s during Permit Year 4 except for the minor changes noted in the attached annual report.

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, or any of the following individuals:

Jessa Kellogg, Kittery Stormwater Coordinator: jkellogg@kitteryme.org or 207.439.0333
Kate Pelletier, Eliot Planning Assistant: kpelletier@eliotme.org or 207.439.1813
Jon St. Pierre, South Berwick Public Works Director: jstpierre@sbmaine.us or 207.384.3300
Steve Eldridge, Berwick Town Manager: townmanager@berwickmaine.org or 207.698.1101
Leslie Hinz, York Stormwater Manager: lhinz@yorkmaine.org 207.363.1002

Sincerely,

Integrated Environmental Engineering, Inc.



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

Attachment A	Permit Year 4 Annual Report
Attachment B	Town Certifications for the Permit Year 4 Annual Report

Cc (via email):

Jessa Kellogg – Town of Kittery
Joel Moulton and Kate Pelletier – Town of Eliot
Jon St. Pierre – Town of South Berwick
John Stoll – Town of Berwick
Leslie Hinz – Town of York

ATTACHMENT A

PERMIT YEAR 4 ANNUAL REPORT

Permit Year 4 Annual Report

*for the 2013 – 2018 General Permit for Discharges
from Municipal Separate Storm Sewer Systems*

Prepared for the Towns of

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

September 2017



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Cape Elizabeth, Maine 04107
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www.integratedenv.com

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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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick South Berwick Eliot Kittery York	ISWG received an extension from 12/2/2013 to 12/16/2013 for submittal of the Draft Public Stormwater Awareness Plan. ISWG provided the draft plan to the Maine DEP on 12/16/2013. The Maine DEP provided comments to ISWG on 12/20/2013. ISWG revised the document and resubmitted it to the Maine DEP on 1/10/2014. The Maine DEP approved the plan on 1/15/2014.	No work required these Permit Years		On behalf of ISWG, CCSWCD worked with representatives from the MS4 regional groups to revise the existing DEP-approved Statewide Awareness Plan throughout PY4. The original DEP-approved Plan called for the statewide public survey to be conducted in PY4; however, DEP felt that the Plan timeline conflicted with the Permit language and required that it be changed. Through official correspondence, phone conversations, and a video conference between DEP and representatives from the MS4 regional groups on 12/5/16, a compromise was reached. The revised DEP-approved Plan was modified as follows and approved by DEP in a letter dated 2/21/17: Permit Year 4 requirements: <ul style="list-style-type: none"> Finalize survey tool: incorporate DEP's comments into the survey and circulate it to DEP and regional groups for review and comment circa February 2017 Finalize survey methods: input final survey into an online tool (i.e., Survey Monkey) circa March 2017 	

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<ul style="list-style-type: none"> Pilot survey: request that statewide partners, municipal staff, and others test the online survey and provide feedback on question language, survey duration, etc. by May 31, 2017; modify survey as needed based on pilot survey feedback on or by June 30, 2017 <p>Permit Year 5 requirements:</p> <ul style="list-style-type: none"> Implement statewide survey: use targeted online advertising to drive traffic to the statewide survey; also purchase survey responses from Survey Monkey to inform evaluation Analyze survey results: provide a draft analysis/report to regional groups by June 30, 2018 Provide assessment of all awareness activities: finalize analysis based on input from the facilitators of the statewide clusters for inclusion in the PY5 annual report (due September 15, 2018) <p>Per the new DEP-Approved Awareness Plan requirements, CCSWCD incorporated comments and feedback from DEP and the MS4 clusters to finalize the statewide public survey for evaluating impact of our awareness activities. CCSWCD also compiled the methods and determined the target sample size for the survey. This information was provided to DEP and the MS4 clusters for their review on 5/12/17. If an additional copy is required, please contact jfitch@cumberlandswcd.org.</p> <p>Following the input of the survey into Survey Monkey, the online evaluation survey was piloted by CCSWCD staff and municipal reps from the MS4 clusters. Those who took the survey provided feedback on the survey content and the functionality of the online format. Minor revisions to the</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				survey were made based on feedback. The survey will be implemented with the public in early PY5.	
Changes to Meas. Goal	None	None	None	See Above	

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.

The following tables summarize the activities required by the Awareness Plan and their completion status. Any changes to the Measurable Goal are identified in the last row of the table.

The Statewide Awareness Plan requires that the Towns implement media campaigns in Permit Years 1, 2, 3, and 4. The Towns of Berwick, South Berwick, Eliot and Kittery engaged their primary cable provider, ComCast, to run Ducky I and Ducky II ads, and to run online banner ads on the Xfinity website (the primary ComCast website which allow viewers to watch TV on-demand). The Town of York cooperated with the other Maine MS4 communities in engaging their primary cable provider, Time Warner Cable to run the Ducky I and Ducky II ads, and run online banner ads on the Time Warner Cable website. The following provides the details of the media campaign.					
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick, South Berwick, Eliot, and Kittery	<i>Television advertising</i> Comcast ran the Ducky II ads March 17-30 and April 14-27 and the Ducky I ads May 19-31. 72 commercials were run during each of the three time segments, spread out over the following channels: The Discovery Channel, Bravo,	<i>Television advertising</i> Comcast ran the Ducky I and II ads from September 15 to September 28, 2014. 108 commercials were run on the following channels: The Discovery Channel, Bravo, HLN, HGTV, DIY, Weather Channel, XCSB	<i>Television Advertising</i> Comcast ran Ducky I and II ads from May 1, 2016 through June 30, 2016. 1056 Ads were run (132 ads per week) on the following channels: Discovery, AMC, Bravo, HLN, HGTV, National	<i>Television Advertising</i> Comcast ran Ducky I and II ads from Sept. 1 to 30, 2016. 308 Ads were run (77 ads per week) on the following channels: Discovery, AMC, Bravo, HLN, HGTV, National Geographic, Animal	

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	<p>HLN, HGTV, DIY, and National Geographic.</p> <p>Additional commercials (73) were also aired over DIY, the Weather Channel and National Geographic during these general time frames.</p> <p>Ducky 1 – 144 runs Devil Duck – 145 runs Total – 289 runs Estimated Reach – 23.9% (ages 25-54) Estimated Reach – 29.9% (ages 35-64) Estimated Frequency: 1.9 (ages 25-54) Estimated Frequency: 2.0 (ages 35-64)</p> <p>Reach is the % of homes with people of that age group subscribing to Comcast that saw the ad at least once over the length of the campaign. Frequency is the average</p>	<p>(Boston Interactive) and National Geographic.</p> <p>Estimated Reach – 30.3% (ages 25-54) Estimated Reach – 37.4% (ages 35-64) Estimated Frequency: 2.4 (ages 25-54) Estimated Frequency: 2.7 (ages 35-64)</p> <p>Reach is the % of homes with people of that age group subscribing to Comcast that saw the ad at least once over the length of the campaign. Frequency is the average number of times a home or person is exposed to the commercial over the length of the campaign.</p> <p><i>Online advertising</i></p>	<p>Geographic, Animal Planet, and the Weather Channel.</p> <p>Estimated Reach 50.2% (ages 25-54) Estimated Reach 55.1% (ages 35-64) Estimated Frequency: 4.1 (ages 25-54) Estimated Frequency: 4.3 (ages 35-64)</p> <p><i>Online advertising</i> 227,263 thinkbluemaine banner impressions and 28,729 online video ads were run on the Xfinity.com website from May 1 through June 30, 2016</p> <p>408 people clicked on the link to the thinkbluemaine website (0.18%)</p>	<p>Planet, and the Weather Channel.</p> <p>Estimated Reach 53% (ages 25-54) Estimated Reach 66% (ages 35-64) Estimated Frequency: 1.7 (ages 25-54) Estimated Frequency: 2.0 (ages 35-64)</p> <p><i>Online advertising</i> 50,660 thinkbluemaine banner impressions and 52,705 online video ads were run on the Xfinity.com website in the month of September 2016.</p> <p>Only 12 people clicked on the video.</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>number of times a home or person is exposed to the commercial over the length of the campaign.</p> <p><i>Online advertising</i> More than 75,000 thinkbluemaine banner impressions were run during each of the three-time slots on the Xfinity.com website (243,749 ads total). 1,886 (0.77%) viewed some portion of the ad. Approximately 400 people (0.14%) watched the entire ad.</p>	<p>82,000 thinkbluemaine banner impressions were run on the Xfinity.com website from September 5 through September 25, 2014.</p> <p>101 people clicked on the link to the thinkbluemaine website (0.12%)</p> <p>In September 2014, there were 343 hits on the thinkbluemaine website. This constitutes an increase/decrease of 57% over the hits in September 2013.</p>	<p>Based on analytical software installed on the Think Blue Maine website, hits during the online media campaign were more than five times higher than hits during the same three-month time period in 2015 when the online ad campaign was inactive. Between March and June 2016, there were 3,347 visits to the Think Blue Maine website. Between March and June 2015, there were 614 visits.</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 same three-month time period in 2015 when the online ad campaign was inactive. Between August and October 2016, there were 3,528 visits to the Think Blue Maine website. Between March and June 2015, there were 381 visits.</p>	
	241 people click on the link to the thinkbluemaine website (0.10%)				
York	<p><i>Television advertising</i> CCSWCD coordinated a television and online media campaign through Time Warner Cable on behalf of ISWG. The ducky and devil ducky ads ran two weeks per</p>	<p><i>Television advertising</i> CCSWCD coordinated a television and online media campaign through Time Warner Cable on behalf of ISWG and the Town of York. The original ducky</p>	<p><i>Television advertising</i> CCSWCD coordinated a statewide television and online media campaign through Time Warner Cable. The original ducky and devil ducky ads ran</p>	<p><i>Television advertising:</i> CCSWCD coordinated a statewide television and online media campaign through Time Warner Cable. The original ducky and devil ducky ads ran</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>month from March through June 2014. The ads were shown on cable television stations most likely to reach the target audience (e.g. HGTV, The Weather Channel, ESPN, Fox News, DIY).</p> <p>The following television campaign data were provided by Time Warner Cable:</p> <p>Ducky 1 – 824 runs Devil Duck – 1240 runs Total – 2064 runs Estimated reach: 35.9% Estimated Frequency: 3.8</p> <p><i>Online advertising</i> CCSWCD developed online ads with a clean water message that directed to www.ThinkBlueMaine.org. Time Warner Cable placed the ads on websites most likely to reach the target audience (e.g. local and</p>	<p>and devil ducky ads ran two weeks per month from August through October 2014. The ads were shown on cable television stations most likely to reach the target audience (e.g. HGTV, The Weather Channel, ESPN, Fox News, DIY).</p> <p>The following television campaign data were provided by Time Warner Cable:</p> <p>Total – 762 runs (York had 243) Estimated reach: 23.65% (York was 21.90%) Estimated Frequency: 2.4 (York was 2.1)</p> <p><i>Online advertising</i> CCSWCD developed online ads with a clean water message that directed to www.ThinkBlueMaine.org. Time Warner Cable placed</p>	<p>two weeks per month from March through June 2016 in PY3. The ads were shown on cable television stations most likely to reach the target audience (i.e., homeowners, aged 35-55, in Maine's 30 MS4 communities), including: AMC, Animal Planet, CNN, Discovery, ESPN, Food Network, Freeform (formally ABC Family), FX, Fox News, HGTV, NESN, National Geographic, Nickelodeon, Outdoor Network, The Weather Channel.</p> <p>Total – 525 runs (York had 525) Estimated reach: 52% (York was 52%) Estimated Frequency: 4.3 (York was 4.3)</p> <p><i>Online advertising</i></p>	<p>two weeks per month from August through October 2016 in PY4. The ads were shown on cable television stations most likely to reach the target audience (i.e., homeowners, aged 35-55, in Maine's 30 MS4 communities), including: AMC, Animal Planet, CNN, Discovery, ESPN, Food Network, Freeform, FX, Fox News, HGTV, NESN, National Geographic, Nickelodeon, Outdoor Network, The Weather Channel.</p> <p>Total – 644 runs Estimated reach: 19.3% Estimated Frequency: 2.8</p> <p>(York numbers were same as above)</p> <p><i>Online advertising</i></p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>national news websites, outdoor-themed sites). The online ad campaign ran continuously from March through June 2014.</p> <p>The following online campaign data were provided by Time Warner Cable: 701,137 impressions were run Click through rate = 0.04% (on par with national average).</p> <p>Based on analytical software installed on the Think Blue Maine website, hits during the online media campaign increased 82% over the previous four-month period. Between March and June 2014, hits to www.ThinkBlueMaine.org equaled 1,365. Hits between</p>	<p>the ads on websites most likely to reach the target audience (e.g. local and national news websites, outdoor-themed sites). The online ad campaign ran continuously from August through October 2014.</p> <p>The following online campaign data were provided by Time Warner Cable: 383,872 impressions were run Click through rate = 0.05% (national average is 0.04%).</p> <p>Based on analytical software installed on the Think Blue Maine website, hits during the online media campaign increased by more than 60% over the same three-month period in 2013. Between August and October 2014, there</p>	<p>CCSWCD developed online ads with a clean water message that directed users to the Think Blue Maine website. Time Warner Cable placed the ads on websites most likely to reach the target audience (e.g. local and national news websites, outdoor-themed sites). The online ad campaign ran continuously from March through June 2016.</p> <p>The following online campaign data were provided by Time Warner Cable: 628,789 impressions were run Click through rate = 0.22% (national average is 0.04%).</p> <p>The average number of impressions for two-day</p>	<p>Time Warner Cable placed online ads with a clean water message that directed users to the Think Blue Maine website. Ads were placed on websites most likely to reach the target audience (e.g. local and national news websites, outdoor-themed sites). The online ad campaign ran continuously from August through October 2016.</p> <p>The following online campaign data were provided by Time Warner Cable: 316,255 impressions were run Click through rate was 0.21% (industry average was 0.04 to 0.08%) totaling 683 click throughs.</p>	

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	November 2013 and February 2014 equaled 794.	were 1,127 visits to www.ThinkBlueMaine.org . Between August and October 2013, there were 672 visits.	<p>periods throughout the online ad campaign was approximately 4,500. Time Warner Cable also placed a full-screen advertisement and link to www.ThinkBlueMaine.org on their webmail login screen for a specified two-day period in March. During this time period, ad impressions spiked to nearly 32,000.</p> <p>Based on analytical software installed on the Think Blue Maine website, hits during the online media campaign were more than five times higher than hits during the same three-month time period in 2015 when the online ad campaign was inactive. Between March and June 2016, there were 3,347 visits to the Think</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 same three-month time period in 2015 when the online ad campaign was inactive. Between August and October 2016, there were 3,528 visits to the Think Blue Maine website. Between March and June 2015, there were 381 visits.</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			Blue Maine website. Between March and June 2015, there were 614 visits.		
Changes to Meas. Goal	None	None	None	See Measurable Goal 1.1.1	

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.thinkbluemaine.org on municipal website;
- Promoting their approved public event (see BMP 2.2 Host Public Events)
- Maintain posters and/or flyers at public buildings

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

The following table describes where the www.thinkbluemaine.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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	A link to www.thinkbluemaine.org is provided on the Planning Department website. Follow the Flow posters were placed at the following locations: Town Hall lobby bulletin board, transfer station second	Same as Permit Year 1	Same as Permit Year 1	Same as Permit Year 1) www.thinkblue.org is	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	chance store, Noble middle school front hallway, recreation fields, and public library bulletin board.			being updated by CCSWCD	
South Berwick	A link to www.thinkbluemaine.org is provided on the Public Works Stormwater website. Follow the Flow posters were placed at the following locations: Town Hall lobby bulletin board, transfer station Community Center, Library, Aroma Joe's Coffee, Nature's Way Grocery Store, and the US Post office.	Same as Permit Year 1	Same as Permit Year 1	Posters this year are only present at town hall, the transfer station, community center and Library. Other locations are not posting large posters. www.thinkbluemaine.org is being updated by CCSWCD	
Eliot	A link to www.thinkbluemaine.org is provided on the Environmental Tips and Informational Links site, accessible from the Planning Department website. Follow the Flow posters were placed at the following locations: Town Hall bulletin board, transfer station, highway garage, fire department, police department, and the library.	Same as Permit Year 1, except Follow the Flow posters were also placed at the Code Enforcement and Planning Board offices.	Same as Permit Year 2 and the Planning Assistant wrote an article on stormwater awareness for the Town Manager's newsletter which was published in the Weekly Sentinel in October 2015.	Same as Permit Year 2 www.thinkbluemaine.org is being updated by CCSWCD	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Kittery	A link to www.thinkbluemaine.org is provided on the Public Works - Stormwater website. Follow the Flow posters were placed at the following locations: Town Hall, post offices (Kittery and Kittery Point), recreation center, transfer station, Beach Pea, Golden Harvest grocery store and Fort Foster.	Same as Permit Year 1	Same as Permit Year 2.	Same as Permit Year 1 and a poster was added to the Rice Library location. www.thinkbluemaine.org is being updated by CCSWCD	
York	A link to www.thinkbluemaine.org is provided on the Community Development/Stormwater MS4 web page. Follow the Flow posters were placed at the following locations: Town Hall lobby, transfer station and public library bulletin board.	Same as Permit Year 1	The link to www.thinkbluemaine.org is available on the MS4/Stormwater page, which is accessible from the Code Enforcement Department website.	Same as Permit Year 1 www.thinkbluemaine.org is being updated by CCSWCD	
Changes to Meas. Goal	None	None	None	None	

MCM 1 PUBLIC EDUCATION AND OUTREACH

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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The Towns submitted their draft Municipal Awareness Plan to the Maine DEP on 12/19/2013. Comments from the Maine DEP were received on 1/15/2014. The Towns revised the Plans and re-submitted them to the Maine DEP on 2/18/2014. Final approval from Maine DEP was received on 3/4/2014.	No work required this Permit Year	The Berwick Plan is being modified to reflect that there is no Downtown vision committee or Conservation Commission.	On 11/9/2016, the Town provided an evaluation and assessment of the program implementation to DEP, and updated the plan based on the evaluation. The plan requires that the Town provide presentations to the Town Manager, Selectmen and Planning Board in PY 4 and 5, and only provide updated awareness to the Code Officer if a new Code officer is hires (the existing Code Officer is familiar with the MS4 program already. No more surveys will be offered for evaluations. Instead, the presenter	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<p>will evaluate the awareness of the target audience based on interactions. On 12/5/2016, the Town submitted a revised cursory assessment clarifying how the evaluation of awareness will be conducted (based on a call with the DEP on 11/18/2017).</p> <p>The Conservation Commission and the Downtown Vision Committee were removed from the plan because they are not part of the town structure.</p> <p>No comments on the revised plan were received, so it is assumed it was approved as was the case for the original plan submittal.</p>	
South Berwick			No work required this Permit Year	<p>On March 27, 2017 the Town provided an evaluation and assessment of the program implementation to DEP, and updated the plan based on the evaluation.</p> <p>The plan requires that the Town provide presentations to the Town Manager, Council, Conservation Commission and Planning Board in PY 4 and 5, and only provide updated awareness to the Code Officer and Rec Director if those staff leave and new staff take their place (because</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<p>they are familiar with the MS4 program already). No more surveys will be offered for evaluations. Instead, the presenter will evaluate the awareness of the target audience based on interactions.</p> <p>No comments on the plan were received, so it is assumed it was approved as was the case for the original plan submittal.</p>	
Eliot				<p>On 2/3/2017, the Town provided an evaluation and assessment of the program implementation to DEP, and updated the plan based on the evaluation.</p> <p>The new plan allows the Town Manager, Select Board, Budget Committee and Planning Board, be made aware of the MS4 program through budget discussions. The Conservation Commission and Sewer Committee will be approached each year and offered a presentation. The Code Enforcement Officer is already aware of the program, so the plan states any newly hired Code Officer will be made aware of the plan through fact sheets and meetings.</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				No comments on the plan were received, so it is assumed it was approved as was the case for the original plan submittal.	
Kittery				<p>On 12/15/2016, the Town provided an evaluation and assessment of the program implementation to DEP, and updated the plan based on the evaluation.</p> <p>The new plan requires the Town provide presentations to the Town Manager, Town Council and Planning Board, provide Facts sheets and offer to present to or meet with the Conservation Commission, and Shellfish Commission. Planning and Code staff are already aware of the MS4 program, and so the new plan states only new hires to these departments will be made aware of the MS4 program through facts sheets.</p> <p>No comments on the plan were received, so it is assumed it was approved as was the case for the original plan submittal.</p>	
York				On 11/8/2016, the Town provided an evaluation and assessment of the program implementation to DEP, and	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<p>updated the plan based on the evaluation. The Town's consultant discussed the evaluation with the DEP on 11/18/2016 and updated the evaluation to further clarify how impact would be evaluated.</p> <p>The new plan requires the Town provide presentations to the Town Manager, Select Board and Planning board, provide Facts sheets and offer to present to or meet with the Conservation Commission, and Shellfish Commission, and provide a narrative description of the MS4 program to the budget committee.</p> <p>No comments on the plan were received, so it is assumed it was approved as was the case for the original plan submittal.</p>	
Changes to Meas. Goal	None	None	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

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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)

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	<p>The Town Consultant provided a presentation to the Board of Selectmen on 1/7/2014 describing the MS4 General Permit requirements and implementation status. Facts sheets were provided to the Planning Board, and Code Enforcement Officer. The Downtown Vision Committee has disbanded and there is no Conservation Commission in Town therefore the Municipal Awareness plan is being revised.</p>	<p>The Town Planner sent out a request to complete an awareness survey Requests in October 2014. The request was sent to the Town Manager, Selectmen, Planning Board, and Code Enforcement Officer. No one responded to the survey. Therefore, the fact sheet was sent out on 3/30/2015.</p>	<p>The Town Planner sent out a request to complete the survey on 2/12/2016. The request was sent to the Town Manager, Selectmen, Planning Board, and Code Enforcement Officer. Three Planning Board Members and a Selectman returned the survey. Two remembered being informed about the MS4 program and know that it is important, did not state why. The other planning board member and a Selectman did not recall being informed about the program, but were aware of it and understood its importance.</p>	<p>The Board of Selectmen met to review the MS4 Capital project proposed for Outfall 5 and 6 repairs on the following dates: 12/20/2017 and 1/17/2017. Based on the interactions, the BOS is very aware that the MS4 program is a clean water act program that must be implement.</p> <p>The Town Planner attended both meetings and the Town's Consultant attended and presented at the 1/17/2017 and 3/2/2017 meetings.</p> <p>The Planning Board met several times to review the Berwick Senior Housing Project. Based on their discussions, they are very aware of the MS4 program.</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
South Berwick	The Town Consultant provided a presentation to the Board of Town Council on 5/27/2014 describing the MS4 General Permit requirements and implementation status. Facts sheets were provided to Planning Board, Conservation Commission, and Recreation Director on 5/20/2014, and these members were invited to the Council meeting.	The South Berwick Council, Town Manager, Planning Board, Conservation Commission and Recreation Director were provided with a survey on 10/28/2014. All five (5) Councilors, completed the survey and indicated they are aware of the permit. Only two (2) others responded to the survey. Fact sheet was sent to all the targeted staff and boards on 3/25/2015.	In lieu of sending out the fact sheets and survey again in PY 3, a presentation was given to the Town Council by the Town Manager summarizing the MS4 program and the MS4 budget on 3/3/2016. The Planning Board was reminded of the MS4 program as they reviewed and modified the Non-Stormwater Discharge Ordinance on 3/22/2016 and again on 5/24/2016. The Code Enforcement Officer was not provided a fact sheet or asked to complete a survey because he is aware of the MS4 program. The Conservation Commission and Recreation Director were not surveyed in PY3 but were provided with a fact sheet.	The Public Works Director updated the Town Council on the MS4 program during the budget workshop on 3/28/2017. The Council is well aware of the MS4 program.	
Eliot	The Town Consultant provided a presentation to the Board of Selectmen on 12/12/2013 describing the MS4 General	The Eliot Municipal Awareness survey was provided to the Planning Board, Conservation	The fact sheet was resent by the Planning Assistant on 9/2/2015 to the Planning Board Selectman,	The Sewer Committee was disbanded, so no meetings were possible. The Planning Board was made aware of the MS4 program	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>Permit requirements and implementation status. Facts sheets were provided to Planning Board, Conservation Commission, and the Sewer Committee in May 2014. The Code Enforcement Officer Position is still vacant, and being filled temporarily by a Code Enforcement Officer from Kittery who is aware of the MS4 program.</p>	<p>Commission, Sewer Committee, Town Manager, Selectmen, and Budget Committee for completion on 10/28/2014. Eight (8) respondents completed the survey. Seven (7) of those recalled being informed about the MS4 program. Only two (2) provided responses indicating they are aware of the program.</p> <p>In March and June 2015, letters related to the capital MS4 projects were provided to the Selectmen. The selectmen are therefore very aware of the MS4 program and do not need further notice. Fact sheets will be resent to the Planning Board, Conservation Commission, Sewer Committee, Town Manager, and Budget</p>	<p>Sewer Committee, Town Manager, Code Officer.</p>	<p>during their discussions on 2/28/2017, 3/21/2017 and at the public hearing on 4/18/2017 on the changes to the Non-Stormwater Discharge Ordinance.</p> <p>The Board of Selectmen met with staff and the Town's consultants for design and MS4 to review the Capital Plan and MS4 Budget and requirements on 1/5/2017. An additional joint meeting of the Town Manager, Budget Committee and Select Board was held on 3/2/2017 to review budget items including the capital plan for stormwater.</p> <p>The questions posed in the meetings indicate all parties are aware of the MS4 program. However, the budget requested by the Public Works Director for continued capital improvements to the storm drain system was not added to the Town</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		Committee in Permit Year 3.		<p>Warrant. Instead, a reduced budget was added to the warrant and passed Town vote. The reduced budget will allow design during one permit year for improvements and construction the next year (as opposed to the prior budgets which allowed design and construction in the same year to more quickly repair and improve the storm drain systems in Town).</p> <p>Though the Conservation Commission was not offered a meeting in PY 4, a meeting was offered on 9/8/2017 and the fact sheet was provided to the Chair.</p>	
Kittery	<p>The Town's consultant provided a presentation to the Town Council on 11/25/2013 describing the MS4 General Permit requirements and implementation status.</p> <p>Facts sheets were provided to the Town Council (5/8/2014) Planning Board (5/22/2014),</p>	<p>The Shoreland/Environmental Resource Officer sent out the municipal awareness survey on 10/20/2014, and again on 2/9/2015. Of the 25 people who were sent the survey on 2/9/2015, 11</p>	<p>The Stormwater Coordinator (a.k.a Shoreland/Environmental Resource Officer) sent out the municipal awareness survey on 5/17/2016. Of the 28 people who were sent the survey, 18 responded. Of the 18 who responded, 12 provided</p>	<p>The Stormwater Coordinator contacted the Chair of the Shellfish Committee this Permit Year (4) and found that they do not have regular meetings. The Chair asked that the Stormwater Coordinator send the fact sheet to him, and he would distribute it</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>Shellfish (4/24/2014) and Conservation Commission (5/1/2014), and Code Enforcement Officers and Planning Department Staff (5/1/2014). Fact Sheets were not provided to Budget Committee members because the budget committee met before the awareness plan was approved.</p> <p>A request to complete the awareness survey was sent out on 6/16/2014 as a pilot, to check the usefulness of the Survey Monkey Survey. Ten (10) individuals filled out the on-line survey to assess their awareness of the MS4 program. The survey appears to function as intended (easy to fill out, and informative). Of the 10 who filled out the survey:</p> <p>Two (2) did not recall receiving a presentation or fact sheet (and they did), of those one exhibited good awareness of the MS4 permit, and the other did not.</p>	<p>responded. Of the 11 respondents, nine (9) recalled being informed about the MS4 program, and six (6) provided written responses indicating they are aware of the requirements of the permit that pertained to their job or board function. Because fewer than 50% of the target audiences responded to the survey, the fact sheet was redistributed to 28 members on 5/21/15. An additional survey will be sent out to all members in Permit Year 3.</p>	<p>written responses indicating they are aware of the requirements of the permit that pertain to their job function or board. The fact sheet is scheduled to be redistributed to the Town Council, the Shellfish and Conservation Commissions, and the Budget Committee. The Stormwater Coordinator will review the MS4 permit requirements with the new Town Manager when they are hired.</p>	<p>to members. He said if they meet in the future, she would be welcome to talk and he will let her know of any upcoming meetings. The Stormwater Coordinator did meet with the Shellfish Committee on 2/16/2017 and the Planning Board on 2/23/2017, provided them with a Fact Sheet about the permit, and spoke for 15 minutes about the MS4 permit. The attendees understood the program and are aware they will get an annual update.</p> <p>The Stormwater Coordinator also met with the Conservation Commission on 9/1/2016. She provided a 20-minute presentation and then spent 1.5 hours answering questions. Each member of the Conservation Commission asked at least one question and based on the level and content of the questions, the Stormwater</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>Eight (8) did recall receiving a presentation or fact sheet and seven had good awareness of the MS4 permit (the eighth respondent said they would need to review the fact sheet again to describe how the permit relates to the position they hold). One person asked to shorten the survey.</p>			<p>Coordinator believes they understand their role in the MS4 program.</p> <p>The Stormwater Coordinator provided the MS4 Fact Sheet to the Town Council at their 6/12/2017 meeting.</p>	
York	<p>The Town's consultant provided a presentation to the Board of Selectmen on 11/18/2013 describing the MS4 General Permit requirements and implementation status. Facts sheets were provided to Board of Selectmen (4/22/2014), Shellfish Commission (4/30/2014), and Community Development Staff (4/23/2014).</p> <p>A request to fill out the on-line survey was provided to the Board of Selectmen (4/22/2014), the Shellfish Commission (4/16/2014) and the Planning Board (4/30/2014).</p>	<p>On 11/14/2014, the Stormwater Manager sent a survey request to the Board of Selectmen, Town Manager, Planning Board, Conservation Commission, Shellfish Commission and Budget Committee. As of 3/25/2015, only six (6) people had responded. Of the six (6) respondents, five (5) recalled being informed about the MS4 program, and three (3) provided written responses indicating they are aware of the</p>	<p>The following presentations and meetings were held in lieu of asking board members to complete surveys:</p> <p>Board of Selectmen: On 7/6/2015 the Stormwater Manager reviewed the fact sheet with the BOS and on 9/21/2015, the Stormwater Manager provided them with an update on the MS4 program in general.</p> <p>The Stormwater Manager and Town Planner worked with the Town Manager, Planning Board, and Board of Selectmen to develop a</p>	<p>The Stormwater Manager provided an update on the MS4 program to the Select board on 6/26/2017. The Board Engaged the Stormwater Manager in questions clarifying their understanding of the MS4 program – indicating they continue to become more well informed of the program.</p> <p>The Stormwater Manager met with the Planning Board on July 25, 2016 and September 28, 2016 to review projects related to MS4. The planning board is aware of the MS4 program</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>One (1) planning board member filled out the on-line survey to assess their awareness of the MS4 program. This member recalled seeing a presentation and receiving a fact sheet (but they did not). Based on the survey response, the member does not have any awareness of the MS4 General Permit. (Q. List up to 3 important things that the Stormwater General Permit requires your Town to do and describe how they relate to the Planning Board position you hold. A. Restricts water leaving one property entering another. A permit must be secured Water must meet state storm water standards). Because the Kittery survey responses showed the factsheet and/or presentations are effective, and the survey provides useful information; no changes to the survey will be made.</p> <p>Additional requests for surveys will be completed during Permit Year 2 as required by</p>	<p>requirements of the permit that pertained to their job or board function. As such, the fact sheet was redistributed to all on 5/21/2015. An additional survey will be sent out to all members in Permit Year 3.</p>	<p>Stormwater Chapter for the Comprehensive Plan. The Stormwater Chapter contained a detailed description of the MS4 program, its requirements, how the Town of York and other communities are working to meet the requirements. The Stormwater Chapter was incorporated into the Town's Comprehensive Plan in November 2015 by popular vote after approvals by the Planning Board and Selectmen.</p> <p>The Conservation Commission was not active in Permit Year 3 (they held only two meetings at the beginning of PY3). If this Committee becomes active again, they will be sent a fact sheet and survey.</p> <p>The Budget Committee reviewed the requirements of the MS4 budget on 2/12/2016.</p>	<p>through these kinds of interactions.</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	the Plan before making any changes to the survey or plan.		The Stormwater Manager, DEP, and GIS Manager met with the Shellfish Commission on DMR conducted shoreline surveys July 8 & 9 to assist with proposed shoreline surveys at the request of the Shellfish Commission. Stormwater Manager is in contact with the Shellfish Warden on a regular basis and he is aware of MS4 requirements.		
Changes to Meas. Goal	The Berwick Municipal Awareness Plan is being revised to reflect that no Conservation Commission is active in town, and the Downtown Vision Committee has disbanded.	None	None	None	

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

Measurable Goal 1.3.1 – In Permit Years 1-5, 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.

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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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
All Towns	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 PY1			
Berwick	A link to www.yardscaping.org is provided on the Planning Department website.	Same as PY1			
South Berwick	A stormwater article was published in the Quamphegan identifying that the Town was subject to a new permit and there would be a planning meeting (open to the public) to develop the next five-year plan on September 18, 2013. A link to www.yardscaping.org is provided on the Public Works Stormwater webpage.	The Quamphegan was not published in Permit Year 2. A link to www.yardscaping.org is provided on the Public Works Stormwater webpage.	A link to www.yardscaping.org is provided on the Public Works Stormwater webpage	Same as Permit Year 3	
Eliot	Several links and fact sheets associated with www.yardscaping.org are provided	Same as PY1			

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	on the Environmental Tips and Informational Links site, accessible from the Planning Department website.				
Kittery	A link to www.yardscaping.org is provided on the Public Works Stormwater webpage.	Same as PY1			
York	A link to www.lawns2lobsters.org is provided on the Community Development Stormwater/MS4 webpage.	Same as PY1 except link is now available under from the Code Enforcement Department webpage.			
Changes to Meas. Goal	This measurable goal was adjusted to include the option to provide a link to the Maine Board of Pesticide YardScaping website in addition to the CCSWCD YardScaping website.	Permit Year 1 entry for York was changed from www.yardscaping.org to www.lawns2lobsters.org . Previously the measurable goal applied only to Permit Year 1. This measurable goal was changed to reflect that the communities will continue these activities each year of the permit cycle.	None	None	

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.

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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 Year 3	Permit Year 4	Permit Year 5
Berwick	The Towns submitted a draft Plan to the Maine DEP on 11/1/2013. The Maine DEP provided comments on the Plan on 11/27/2013.	No work required this Permit Year.	The Towns completed a preliminary assessment of the Targeted BMP plan and submitted it to the DEP on 1/14/2016, discussed several items on 1/28/2016 and resubmitted on 1/28/2016. The Towns implemented the findings including: attempting to get better attendance, and better return of surveys at the end of workshops and during the follow-ups.	No work required this Permit Year.	
South Berwick					
Eliot					
Kittery					
York	The Towns discussed the comments with the Maine DEP and provided a revised document to address their comments on 12/20/2013. The Maine DEP provided final approval of the Plan on 1/7/2014.				
Changes to Meas. Goal	None	None	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

York – Stormwater Manager / Shoreland Resource Officer

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

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

Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Refine materials to be used.	<p>The Towns began using a new master gardener to provide the presentations, and as such, met with the master gardener on 2/27/2014 to review the PowerPoint® presentation and discuss logistics for each workshop (who would coordinate the room and receive RSVPs, laptops, projectors, etc.). The meeting was also used to select new prompts for the presentations. It was decided to purchase YardScaping Mix grass seed. Stickers were created to provide attendees with small bags of seed that had the YardScaping logo and seed contents. Small totes were ordered with the YardScaping Logo and Lawns to Lobsters Logo to provide as prompts, and “mow high magnets” were also selected to be ordered. Finally, a standardized box of handouts was put together for use at each of the workshops. It was</p>	<p>The Towns further refined the presentation to streamline the information. In addition to the totes, grass seed, handouts, YardScaping yard signs that were purchased in Permit Year 1, small rulers with the words, “Mow High 3-4 inches” were purchased for distribution at workshops. (Red Rulers with the Lawns to Lobsters logo and website were purchased for York, and green rulers with the YardScaping.org website and logo were purchased for the other four towns).</p>	<p>The Towns purchased “Good bugs/Bad Bugs of the Northeast” laminated visual guides showing which insects are beneficial and which are destructive/invasive to assist homeowners in making informed decisions about the use of pesticides.</p>	<p>The Lawns to Lobsters website is being migrated to the Public Works website and is being re-worked. The website should be up and running in the fall of 2017. The associated brochure was also reworked.</p> <p>A Tick and mosquito fact sheet is being prepared for the Yardscaping Workshops.</p> <p>Other prompts and materials are well received at workshops based on post workshop emails provided to the Towns’ consultant.</p>	

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Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	also decided to develop a “What is YardScaping” handout, as one had never been created. The handout was reviewed by CCSWCD and Gary Fish for accuracy. Posters and “quarter notes” (designed to be picked up off of counters) were re-designed to be more attractive and match the other YardScaping materials.				
YardScaping/ Lawns to Lobsters Workshops – Attendance/ Process Indicators	Two YardScaping workshops were held in the evenings at Traip Academy (4 people in attendance on 4/10/2014) and Marshwood High School (7 people in attendance on 5/7/2014). The workshops were advertised through Adult Ed in Kittery, Eliot and South Berwick and in the following manner: Posters and “quarter notes” were updated with scan tags to take a user directly to the Adult Ed registration website. The posters and “quarter notes” were placed at all five Town Halls and libraries, transfer stations (Eliot, Berwick, South Berwick and	Five YardScaping workshops were offered. Eight (8) people were in attendance at the July 20, 2014 Wells Reserve. Five (5) households were represented at the March 4, 2015, South Berwick Library event co-hosted by the Great Works Regional Land Trust. 16 households were represented at the March 12, 2015 Kittery Community Center event co-hosted by Spruce Creek Association and the Kittery Land Trust. Two of the workshops	The York County MS4s coordinated 9 workshops this permit year, but no one signed up for 4 of them, so only 5 were held. A total of 66 people attended the workshops (14 attended the Lawns to Lobsters workshop). 37 attendees planned to change their behavior according to surveys provided at the end of the workshop. Advertising through posters at the same locations as PY1 was conducted. The best attendance this year was at	The York County MS4s attempted to hold 6 workshops this permit year, but actually held only 3 (two workshops had no attendees, and one other had only one attendee, so that person attended the next available workshop). One of the workshops that was cancelled was the Adult Ed workshop in South Berwick (required by our plan to attempt to hold). The three workshops were: Harborside Garden Club (Kittery),	

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Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>Kittery), Agway (Eliot), Noble Middle School (Berwick), Great Works Middle School (Eliot and South Berwick), Salmon Falls Nursery (South Berwick and Berwick), Spruce Creek Association email distribution list (Kittery and Eliot), personal emails (by each town stormwater coordinator or manager for the 4/10/2014 workshop), Nature's Way Market (S. Berwick), Early Bird (S. Berwick), South Berwick Pharmacy, and South Berwick Family Practice.</p>	<p>were cancelled due to lack of attendance.</p> <p>One Lawns to Lobsters workshop was held. 43 households were represented at the June 4, 2015 York Atlantic Design Center event.</p>	<p>the Eliot Garden Club and the Kittery Community Center. Both of these venues have regular events such as this. These types of venues are being targeted for future workshops.</p>	<p>Rotary Club (York) and South Berwick Library. 64 people attended the three workshops. Of the 20 surveys received at the end of the workshops, 18 people planned to change their behavior based on the information they received.</p> <p>Advertising was conducted through the organizations hosting the events. Offering workshops at these pre-scheduled regular meetings of other organizations produces good turnout.</p>	
YardScaping/ Lawns to Lobsters Booths	<p>York set up booths at the Marketfest and Harvestfest (10/18 and 10/19/2013) to promote Lawns to lobsters. A push mower was raffled off at both events. Lawns to Lobsters Brochures were handed to all who filled out a raffle ticket.</p> <p>York also set up a table at the York High School during the</p>	<p>York set up booths at Marketfest on 10/17/2014, and Eldridge Lumber on 3/14/15, to promote Lawns to Lobsters.</p> <p>A booth was set up at the Kittery block party on June 20, 2015, and was well attended.</p>	<p>York set up a booth at Marketfest on 10/16/2015 to promote Lawns to Lobsters. The Marketfest booth was not well visited and will not be attended in the future. The Stormwater Manager will set up a booth during November 2016 Voting.</p>	<p>York attended a booth on September 18, 2016 at the Mt. Agamenticus trail head "Trail Fest" and passed out dog waste baggies. Approximately 40 people stopped by the booth.</p> <p>The Towns also attended the Eliot Festival Days on</p>	

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Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>election on 11/5/2013 with Lawns to Lobsters information. The drawing for the lawn mower was held at this event.</p>		<p>The Kittery Block Party booth (6/20/2016) was set up again and was well visited.</p> <p>The Towns partnered with the Master Gardeners to promote YardScaping at 5 monthly Winter Farmers Markets in Berwick Town Hall. The Master Gardeners reported the information was not well received because people believe they are already minimizing their use of fertilizers and pesticides. We tracked the materials offered at the Berwick booths and found the following items were taken (which provides a representation of how engaged the visitors were):</p> <ul style="list-style-type: none"> 24 flyers showing upcoming YardScaping workshops 35 YardScaping tote bags 7 pledge cards 3 rulers 32 "Bees" handouts 30 "what is YardScaping" handouts 	<p>9/24/2016 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.</p> <p>The Town of York also held a booth at the election polls on November 8, 2016. Handouts and prompts (rulers, bags and yard signs) were provided to stoppers-by.</p>	

MCM 1 PUBLIC EDUCATION AND OUTREACH

Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			49 IPM bookmarks.		
YardScaping/ Lawns to Lobsters Point of Sale	Point of Sale outreach was made to the Eliot Agway and Salmon Falls YardScaping without much success. Additional Point of sale outreach will continue in the fall and winter of Permit Year 2 to prepare for spring of Permit Year 2.	Point of Sale outreach was made to the Kittery ACE Hardware store, and was very successful. Although the plan does not require it, individual products were marked as “Ducky-approved” using stickers. Other Point of Sale outreach was made to the Salmon Falls Garden Center, and the York Eldridge Lumber Hardware Store.	Point of Sale outreach to Kittery Ace Hardware, York Eldredge Lumber Hardware Store, and Salmon Falls Garden Center continued. The Point of Sale outreach this year consisted of flyers identifying the aisles or general areas where “Ducky-approved” products are located.	Point of Sale outreach to Kittery Ace Hardware, York Eldredge Lumber and Salmon Falls Garden Center continued. Each location was provided flyers again this year, and was provided with information on where to purchase YardScaping Mix wholesale. Only the Salmon Falls Garden Center agreed to offer the YardScaping Mix. Eldredge Lumber and Kittery Ace offer their own clover and local grass mixes. All sites agreed to post the flyers.	

BMP 1.5: Develop and Implement Targeted 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

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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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The Towns cooperated with the Casco Bay Interlocal Stormwater Working Group to prepare a targeted outreach plan addressing Coal Tar Sealants. The draft Plan was submitted to the Maine DEP on 6/25/2014.	Comments on the draft plan were received from Maine DEP on 8/11/2014. The comments were addressed, and a revised plan was submitted to DEP on 9/23/2014. Additional comments were received from DEP on 10/29/2014. The plan was revised and resubmitted on 12/18/2014. The plan was approved by DEP on 12/30/2014.	The Towns submitted a status report to MEDEP on 1/29/2016 as required by the approval letter. No revised plan was required to be submitted.	No work required to be completed this year.	
South Berwick					
Eliot					
Kittery					
York					
Changes to Meas. Goal	None	None	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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	No work required to be completed	LR22 – act to Promote Asphalt and Latex Pavement Sealing Products was drafted by Representative Matthea Daughtry in January 2015. The Legislative revisers office adjusted the bill and issued it in	In addition to submitting the status report, the Towns and ISWG completed the following activities required by the plan:	As required by the status report, the Towns and ISWG completed the following activities:	
South Berwick					
Eliot					
Kittery					

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	this Permit Year.	<p>draft on 3/11/2015. Rep. Daughtry met with the revisers office on 3/17 and adjusted the language. The bill, LD 1208 was drafted and issued on 4/7/2015, with a hearing scheduled for the Environment and Natural Resources Committee on 4/23/2015.</p> <p>Representatives from ISWG and the York County MS4s held several conference calls (1/6/2015, 4/16/2015 and 4/27/2015) and meetings (12/11/2014) to review and adjust the language, conduct research on the issue and how other states and municipalities have addressed bans on coal tar-based sealants.</p> <p>ISWG drafted a fact sheet, which was reviewed by ISWG and the York County MS4s. The fact sheet was reviewed only by Ms. Daughtry and revised based on all comments received. The fact sheet was provided to the Environment and Natural Resources Committee members via email and as part of their informational packet for consideration. Phone calls were also made to representatives on the committee to discuss the bill and fact sheet. A small number of committee members were reached directly, and messages were left for those that were not reached. No</p>	<p>Representatives from ISWG/CCSWCD and the York County MS4s invited legislators to attend MEWEA's Legislative breakfast on March 3, 2016. Staff attended the breakfast and provided the coal tar fact sheet to interested parties. In addition, staff spoke directly with legislators about the impact coal tar-based sealers have on water resources.</p> <p>Representatives from ISWG/CCSWCD and the York County MS4s reached out to Rep. Daughtry to discuss plans to reintroduce the bill in the 2016/2017 legislative session. Rep. Daughtry confirmed that she is planning to reintroduce the bill and requested the assistance of ISWG and the York County MS4s to provide educational materials and outreach to the legislators. A meeting to discuss roles and responsibilities is planned for the fall of 2016.</p> <p>ISWG/CCSWCD met with Mick Kuhns, DEP Water Bureau</p>	<p>ISWG and SMSWG met with the LD 1235 Bill sponsor, Rep. Daughtry on 11/29/2017 to review prior efforts for the bill, update each other on research and knowledge of new studies and state's actions, and determine next actions.</p> <p>The revised message to the legislators was determined to be focused in two parts:</p> <ol style="list-style-type: none"> 1. presentation of data collected in the Augusta area by the US Geologic Survey regarding PAHs in areas that had and had not been seal coated. 2. addressing issues described in previous testimony against the legislation. <p>ISWG and SMSWG worked with USGS to download the study data, provide tables and figures summarizing the data obtained, and preparing testimony (neither for nor against) addressing some of the misinformation provided</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		<p>phone calls were returned before the Committee met to consider the bill. ISWG and the York County MS4s reached out to the Long Creek Watershed Management District, the Falmouth Conservation Commission, Environmental Health Strategy Center, MEWEA, and the US Geologic Survey (who has done much of the research on coal-tar based sealants). In addition, ISWG and York County MS4s reached out their MMA Legislative committee members to encourage them to vote to support the bill (the MMA Legislative committee is the entity that decides what bills MMA will support). The hearing for the bill was conducted on 4/23/2015. The Falmouth Conservation Commission, Environmental Health Strategy Center, MEWEA, and MMA all testified for the bill. The Long Creek Watershed Management District testified neither for nor against the bill. The Pavement Coatings Technology Council and Maine DEP testified against the bill. A work session was held on 4/20/2015, and the US Geologic Survey attended this work session. At the end of the session, a majority of the Environment and Natural Resources Committee voted "ought not to pass". On May 26, 2015,</p>	<p>Director, and other representatives from DEP to discuss various MS4-related topics on June 13, 2016. ISWG/CCSWCD sought Mr. Kuhns' input regarding how to successfully achieve a ban on coal tar-based sealants. Mr. Kuhns suggested that successful efforts on the local level would help influence the legislature. He also suggested obtaining more local water quality data that indicated coal tar products and PAHs are impacting Maine's water resources.</p>	<p>in prior years' testimony. The testimony was provided at the ENR committee on 4/27/2017 by both ISWG and SMSWG.</p> <p>It should be noted that the USGS data was not available for review and download until 4/11/2017. Therefore, it was not possible to provide the data to the legislators at the MEWEA Legislative Breakfast. However, the Fact Sheet (which was updated in June 2016, prior permit year) was offered to the MEWEA Legislative Breakfast on 3/9/2017 and to legislators at "District Day at the Hall of Flags" on 5/17/17.</p> <p>Additional outreach to one ENR committee member, Representative Volk from Scarborough, consisted of providing the testimony via email. This member voted against the bill.</p> <p>The Maine DEP again testified against the legislation. Though the vote by the ENR</p>	

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		<p>the House and Senate accepted the majority committee's recommendation to not pass the bill.</p> <p>Ms. Daughtry has stated she will revise and re-issue the bill in 2016. ISWG and the York County MS4s are obtaining a full copy of all testimony, and anticipate making some revisions to our proposed plan for enhanced public education to provide better public education to the legislators for this issue.</p>		<p>committee was 7-6, Ought not to Pass, this result was slightly closer to passing than prior votes which resulted in Ought not to Pass (in 2013, Votes were 7-5-1 and in 2015, votes were 8-4). The bill failed on the floor 74 against the bill to 71 for the bill.</p>	
Changes to Meas. Goal	None	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 site.

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 Year 3	Permit Year 4	Permit Year 5
Berwick	Public Notices of the NOI filing and SWPMP were posted on the Town website.	No work required this Permit Year	The SWPMP was placed on a new stormwater webpage, accessible from the Planning Department page.	No work required this permit year.	
South Berwick	Public Notices of the NOI filing and SWPMP were posted on the Town website.		The SWPMP was placed on a new stormwater webpage, accessible from the Public Works page.		
Eliot	Public Notices of the NOI filing and SWPMP were posted on the Town website.		The SWPMP was placed on a new stormwater webpage, accessible from the Planning Department page.		
Kittery	Public Notices of the NOI filing and SWPMP were posted on the Town website.		The SWPMP was placed on a new stormwater webpage, accessible from the Public Works page.		
York	Public Notices of the NOI filing and SWPMP were posted on the Town website.		The SWPMP was placed on a new stormwater webpage, accessible from the Code Enforcement page.		
Changes to Meas. Goal	None	None	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.:

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	No additional public notices were required to be followed during implementation of the Small MS4 General Permit. However, the Town did invite several members of the Salmon Fall Watershed Collaborative to the planning meetings for the SWMP Plan and the public education plans.	The Town of Berwick followed public notice requirements when implementing new Low Impact Design (LID) language in their Land Use Ordinance.	No public notices required this permit year.	No public notices required this permit year.	
South Berwick	No additional public notices were required to be followed during implementation of the Small MS4 General Permit. However, the Town did publish an article about the Permit and a notice in the fall Quamphegan (Town newsletter) inviting interested parties to attend the SWMP planning meetings.	No additional public notices were required to be followed during implementation of the Small MS4 General Permit. However, the Towns continue to invite any stakeholder to attend SWMP planning meetings.	The Town followed public notice requirements when revising its Non-Stormwater Discharge Ordinance, holding a public hearing on 5/24/2016. (changed date)	No public notices required this permit year.	
Eliot	No additional public notices were required to be followed during implementation of the Small MS4 General Permit. However, the York County SWCD was invited to attend the SWMP planning meetings.		No public notices required this permit year.	Public Notice associated with modification of the Non-Stormwater Discharge Ordinance was fulfilled prior to the public hearing	

MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				for the ordinance on 4/18/2017.	
Kittery	No additional public notices were required to be followed during implementation of the Small MS4 General Permit. However, members of the Spruce Creek Association were invited to attend the SWMP planning meetings.		No public notices required this permit year.	Public Notice associated with modification of the Non-Stormwater Discharge Ordinance was fulfilled prior to the public hearing for the ordinance on 5/22/2017.	
York	<p>The Town provided public notice for their Non-Stormwater Discharge ordinance, and their Post Construction Stormwater Management Ordinance on the Community Development website as follows: Planning Board first Public Hearing 5/22/2014 Planning Board second Public Hearing 6/26/20014 Selectmen first Public Hearing 7/28/2014</p> <p>No additional public notices were required to be followed during implementation of the Small MS4 General Permit. However, members of the Conservation Commission and Cape Neddick River Association were invited to attend the SWMP planning meetings.</p>		No public notices required this permit year.	No public notices required this permit year.	
Changes to Meas. Goal	None	None	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:

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The Town sponsored a joint Household Hazardous Waste Collection Day on October 12, 2013. The announcement continues to reference stormwater protection. The Town Planner continues to participate in the Salmon Falls Watershed Collaborative	The Town sponsored a joint Household Hazardous Waste Collection Day on October 11, 2014 at the South Berwick Regional Maintenance Facility. The announcement continues to reference stormwater protection.	The Town sponsored a joint Household Hazardous Waste Collection Day on September 12, 2015 at the South Berwick Regional Maintenance Facility. The announcement continues to reference stormwater protection.	Same as PY 4, on 9/10/2016 in Berwick.	

MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	meetings. The Collaborative is building YardScaping concepts into their draft Source Water Protection Plan.				
South Berwick	<p>The Town sponsored a joint Household Hazardous Waste Collection Day on October 12, 2013. The announcement continues to reference stormwater protection.</p> <p>The Town also assisted Ms. Lindgren's 5th grade class (Great Works Middle School which serves South Berwick and Eliot) with stenciling storm drains on Academy Street on April 10, 2014. The Town worked with the school to promote YardScaping at its Environmental Fair on May 31, 2013.</p>	The Town sponsored a joint Household Hazardous Waste Collection Day on October 11, 2014 at the South Berwick Regional Maintenance Facility. The announcement continues to reference stormwater protection.	The Town sponsored a joint Household Hazardous Waste Collection Day on September 12, 2015 at the South Berwick Regional Maintenance Facility. The announcement continues to reference stormwater protection.	Same as PY 4, on 9/10/2016 in Berwick.	
Eliot	<p>The Town sponsored a joint Household Hazardous Waste Collection Day on November 2, 2013.</p> <p>The Town also assisted Ms. Lindgren's 5th grade class</p>	The Town sponsored a joint Household Hazardous Waste Collection Day on November 9, 2014.	The Town sponsors quarterly Household Hazardous Waste Collection Days. The announcements include a reference to protection of the environment by	Same as PY 4, the announcements specify not to discharge these wastes into the storm drain system.	

MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	(Great Works Middle School which serves South Berwick and Eliot) with stenciling storm drains on Academy Street on April 10, 2014. The Town worked with the school to promote YardScaping at its Environmental Fair on May 31, 2013.		properly disposing of wastes.		
Kittery	<p>The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center.</p> <p>The Town completed two storm drain stenciling events. On 4/14/2014 the Stormwater Coordinator stenciled 10 storm drains in Admiralty Village with a high school student. On 5/30/2014, the Stormwater Coordinator stenciled ~25 storm drains around Tanger Outlets and the Kittery Trading Post (along Route 1) with six 6th grade students and two teachers from Shapleigh Middle School.</p>	<p>The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center.</p> <p>The Stormwater Coordinator attempted to stencil with middle school students on two occasions, but the teachers were not able to free up time to conduct the stenciling.</p>	<p>The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center.</p> <p>On 6/6/16 the Stormwater Coordinator stenciled ~25 stormdrains around the Kittery Trading Post and Outlets at Kittery shopping area (on Route 1) with seven 6th grade students and two teachers from Shapleigh Middle School.</p>	<p>The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center.</p> <p>The Stormwater Coordinator reached out to the middle school in early April to coordinate stenciling, but no response was received until early June. The teacher who organized the stenciling events for the middle school had retired, but other school staff asked to be contacted in the fall of 2017. Spruce Creek Association and the Conservation Commission were also contacted to gain volunteers for a stenciling day, but no one volunteered. The Stormwater Coordinator</p>	

MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				stenciled several drains on her own.	
York	The Town held a Household Hazardous Waste day on October 26, 2013 and handed out 150 Lawns to Lobsters brochures.	The Town held a Household Hazardous Waste day on October 25, 2014 at the Transfer Station on Witchtrot Road, and handed out 75 Lawns to Lobsters brochures, and 10 tote bags.	The Town attended several booths and events as described in Measurable Goal 1.4.1.	The Town attended several booths and events as described in Measurable Goal 1.4.1.	

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:

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The Town updated the paper maps to reflect changes to the existing infrastructure. Because the Town Planner is proficient in GIS, Town is moving back to electronic (online ArcGIS) maps. The Town has 16 outfalls, 175 catch basins, 6 drain manholes, 166 culverts, 160 storm drain pipes (9,500 feet), and 162 ditch segments (23,500 feet) in the Urbanized Area.	The Town completed transition of its infrastructure maps to Arc GIS Online. Updates to the system during Permit Year 2 included infrastructure changes on Rochester Street due to construction. The Town has 15 outfalls (1 was determined to be obsolete), 176 catch basins, 8 drain manholes, 159 culverts, 177 storm drain pipes (28,270 feet), and 155 ditch	The Town continues to map and cross check all infrastructure and update infrastructure in the GIS and printed paper maps after construction projects. The Town has: 15 outfalls 176 MS4 catch basins 8 drain manholes 174 storm drain pipes (20426 feet)	The Town continues to map and cross check all infrastructure and update infrastructure in the GIS and printed paper maps. The Town has: 13 piped outfalls + 2 ditch outfalls 177 MS4 catch basins 8 drain manholes	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		segments (23,370 feet) in the Urbanized Area. There was an error in the calculation of the Permit Year 1 lengths, which has been corrected in the data here.	160 ditch segments (17,582 feet) And 164 culverts (last year the culvert lengths were added into the ditch length). The new ditches were mapped in the Adams Brook area along with three new ditch outfalls.	179 storm drain pipes (20,618 feet) 184 ditch segments (20,791 feet) And 192 culverts Updates to the system this year include corrections to reflect: OF 2 is a private outfall Of 16 is a DOT outfall Re-mapping of culverts, ditches, catch basins, and pipes along Knox lane.	
South Berwick	The Town updated the paper maps to reflect changes to the existing infrastructure. The Town has 49 outfalls, and 68 catch basins/drain manholes in the Urbanized Area.	The Town is updating their electronic files to incorporate their hand notations on the paper maps. New paper maps will be printed in Permit Year 3. As part of the update, the Town performed a field QC check on structures and is currently reviewing the data obtained.	The Town finalized review of their map after the Maine DEP audit and updated their paper maps. The Town has: 86 MS4 outfalls 409 MS4 catch basins/drain manholes 23,574 feet of storm drain pipe and 3,320 miles of ditch. 580 culverts	The infrastructure counts changed as follows: Two structures previously identified as outfalls were removed from the system: one, SBOF44 discharges to another portion of the system, and so is not an outfall. The other, SBOF30, is not an outfall.	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				Other portions of the system did not change.	
Eliot	The Town updated their GIS to reflect changes to the existing infrastructure. The Town has 21 outfalls, 118 catch basins, 10 drain manholes, 357 culverts, 89 cross culverts, 93 storm drain pipes (7,400 feet), and 225 ditch segments (25,300 feet) in the Urbanized Area.	<p>The Town updated their maps to reflect new construction on Park Street and Mast Cove Road. The Town has 22 outfalls, 134 catch basins, 22 drain manholes, 519 culverts (including 111 cross culverts), 12,053 linear feet of storm drain pipes, and 25,913 linear feet of ditch in the Urbanized Area.</p> <p>Infrastructure at Mast Cove Road was discovered and been added to the IDDE program inspections.</p>	<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>23 MS4 outfalls (one new overflow from the Phase I Pleasant street construction was added).</p> <p>110 MS4 catch basins/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. The Town has:</p> <p>23 MS4 outfalls</p> <p>163 MS4 catch basins/drain manholes (increases due primarily to new construction)</p> <p>The length of ditching and storm pipes has not changed significantly since permit year 2.</p>	
Kittery	The Town updated their GIS to reflect changes to the existing infrastructure. The Town also re-coded catch basins, outfalls and culverts to reflect ownership (MTA, DOT, private	The Town continues to update their infrastructure electronically using Arc GIS Online, recoding infrastructure to indicate when it is Town-owned and	Electronic updates continued this year. The Town has: 98 MS4 outfalls (3 new outfalls were identified and 10 were determined to be either DOT, private, or not an outfall	Electronic updates continued this year. The Town has: 101 piped MS4 outfalls (3 new outfalls were identified)	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	residential, private commercial, or private industrials, MS4 obsolete, or MS4 active). The Town has 117 outfalls, 1275 catch basins/drain manholes, 833 culverts/cross culverts, and 1180 storm drain pipe segments (110,000 feet) in the Urbanized Area.	operated and when it is not. As a result, the Town has 105 outfalls, 893 catch basins/drain manholes, 802 culverts/cross culverts, and 25.45 miles of storm drain pipe in the Urbanized Area. The Town mapped ditches in all of the Town, and has mapped 11.6 miles of ditch.	because they were a cross culvert). The Town has 883 MS4 catch basins/drain manholes (10 catch basins were determined to be private, or were changed because of infrastructure changes) 22.9 miles of storm drain pipe (last year's report included lengths that were outside the urbanized area) (1039 segments) and 11.6 miles of ditch (319 segments).	The Town has 868 MS4 catch basins/ and 24 drain manholes 24 miles of storm drain pipe (1171 segments) 12.1 miles of ditch (331 segments). Changes to infrastructure were made during inspections and illicit discharge investigations.	
York	The Town has a watershed-based GIS map of stormwater infrastructure which includes catch basins, culverts, storm pipes, and ditches. The Stormwater Manager and GIS Manager are working to evaluate each storm pipe within the Urbanized Area to determine whether it should be classified as an outfall. The Town has 362 stormwater pipes, 727 catch basins, 0 drain manholes, 646 culverts, 2	The Town is refining its protocols related to getting electronic as-built maps for projects in a format that is easily converted to GIS. The Town updated the GIS to include the Short Sands Beach improvements, and is working on updates related to Church street and Shore Road. Infrastructure totals have not changes substantially, although approximately 50 of the 727	The Town continues to map and cross check all infrastructure and update infrastructure in the GIS after construction projects. As of June 30, 2016, the Town had mapped: 57 MS4 outfalls 710 MS4 catch basins/drain manholes (939 townwide)	The Town continued to cross check and update infrastructure in the fall of 2016. In November 2016, they contracted with AGIS to conduct a complete Quality Control check on the infrastructure, review connectivity of the system, and code the infrastructure as MS4 or non-MS4. As of June 30, 2017, the	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	retention pond outlets, and 3 roof drain pipes.	<p>catch basins are outside the urbanized area.</p> <p>The Town has been identifying which outlets classify as MS4 outfalls as they inspect the outfalls. The Town identified 44 outfalls in Permit Year 2.</p>	<p>2,147 storm pipe segments (1,605 culverts, 538 gravity lines and 4 roof drains). Approximately 50% of these are in the urbanized area.</p> <p>243 ditch line segments. Approximately 50% of these are in the urbanized area.</p>	<p>Quality Control check was almost completed and the Town had the following infrastructure in the MS4:</p> <p>50 Ditch outfalls 59 piped MS4 outfalls</p> <p>600 MS4 catch basins/drain manholes (971 townwide)</p> <p>2,499 storm pipe segments (which have not yet been coded MS4 vs non MS4).</p> <p>56 Ditch segments (totaling 4200 feet out of a total of 276 ditch segments mapped townwide)</p>	
Changes	None	None	None	None	

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.

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

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

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 Year 5
York	The town drafted a stand-alone ordinance based on the Sample Non-Stormwater Discharge Ordinance prepared by the Maine Municipal Association in 2005. Modifications were made to identify the Stormwater Manager as the administrator, and to enact the ordinance throughout the Town. Public Hearings during PY1 are documented in Measurable Goal 2.1.2 Public Notice for implementation of the General Permit. The ordinance must be approved by voters during the next	The Non-Stormwater Discharging Ordinance was approved by voters, and enacted on 11/4/2014.	No work required this Permit Year.	The Non-Stormwater Discharge Ordinance already 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.	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	general election, scheduled for November 2014 (Permit Year 2) to become effective.				
Berwick	No activity completed this permit year – the Ordinance was enacted in 2006.	No activity completed this permit cycle	No activity completed this permit cycle	No activity completed this permit cycle	
South Berwick			The Non-Stormwater Discharge Ordinance was modified 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. The list of allowed discharges was also updated to include dechlorinated swimming pool water, as is specified in the Maine MS4 General Permit.	No activity completed this permit cycle	
Eliot				The Non-Stormwater Discharge Ordinance (Chapter 31) was modified as part of the	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				Warrant (Article 29) 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. The list of allowed discharges was also updated to include dechlorinated swimming pool water, as is specified in the Maine MS4 General Permit.	
Kittery				The Non-Stormwater Discharge ordinance, (Title 16, Land Use section 16.9.7) was updated on 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. The list of allowed discharges was also updated to include dechlorinated swimming pool water, as	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				is specified in the Maine MS4 General Permit.	
Changes to Meas. Goal	None	None	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 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	The Stormwater Manager, GIS Manager and York Sewer District Manager met with Integrated Environmental on 4/28/2014 to discuss prioritization of drainage, subwatershed and watershed areas in the town in accordance with the procedures outlined in the Maine SOPs for IDDE and PPGH document. The draft prioritization was reviewed again by the Stormwater Manager, Public Works Director, and Integrated Environmental on 5/30/2014. A draft IDDE Program document was reviewed	No work required this Permit Year.	The Town modified its IDDE program to implement new procedures to allow more streamlined changes to the infrastructure. The Stormwater Manager receives all changes either verbally through meetings with the public works department, or via as-built drawings and electronic files. The Stormwater Manager then works with	The Town modified its IDDE program to reflect infrastructure naming for outfalls and to better describe coordination meetings that are on-going between the Stormwater Manager and Public Works department.	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	by the Community Development Director, Stormwater Manager and GIS Manager and finalized on 6/30/2014.		the GIS manager to incorporate the changes.		
Changes to Meas. Goal	None	None	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.

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

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.

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	<p>The Town of Berwick inspected all of their 16 outfalls during Permit Year 1 (15 outfalls during the Maine DEP Audit July 10, and 14 outfalls in June/July 2014 – 11 of these were duplicates of the Maine DEP inspection). The Town also inspected all catch basins for evidence of illicit discharges. Illicit discharge issues identified during Permit Year 1 consisted of the following: OF 19 was inspected as part of the Maine DEP audit on 7/10/2013 and observed to have a cloudy discharge. The outfall was re-inspected on 9/10/2013 and 6/16/2014 had a clear steady discharge. Dye testing on 9/10/2013 of the floor drains in the Fire Station showed this outfall is not connected to the drains</p>	<p>The Town of Berwick inspected only five (5) outfalls during Permit Year 2, but inspected the remaining nine outfalls in August 2015, when they realized they had not completed the inspections.</p> <p>All catch basins are scheduled for inspection on August 17, 2015.</p> <p>No illicit discharge were identified in Permit Year 2 inspections.</p> <p>No illicit discharges required follow-up from Permit Years 1 or 2.</p> <p>Note: Outfall numbers were corrected to note 5 were inspected during Permit Year 2. Previous reports showed only 3 were inspected. 2/22/2017</p>	<p>The Town of Berwick inspected 14 of 15 outfalls (11 in April 2016 and 3 in June 2016). One outfall in not accessible and so a catch basin is observed instead.</p> <p>None of the outfalls exhibited evidence of illicit discharges.</p> <p>All MS4 catch basins were inspected during cleaning and no evidence of illicit discharges were observed.</p> <p>Note: Outfall numbers were corrected to show 14 MS4 outfalls, not 15. 2/22/2017</p>	<p>The Town inspected all but one outfall (vegetation was so thick it could not be observed despite three site visits). The outfall will be observed again next year. This outfall may be obsolete (it's only catch basin is located on private infrastructure), and may be removed from the system and maps if not needed.</p> <p>None of the outfalls exhibited evidence of illicit discharges.</p> <p>All MS4 catch basins were inspected and no evidence of illicit discharges were observed.</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>(the dye testing showed the Fire Station Floor Drains are all connected to the sanitary sewer).</p> <p>Note: Text was updated to reflect 15 OF inspections during DEP audit not 10. 2/22/2017. In addition, note that 2 of outfalls are private, 1 is a DOT outfall, and 1 became obsolete in PY2.</p>				
South Berwick	<p>The Town inspected all 49 outfalls during Permit Year 1, and all 68 catch basins for evidence of illicit discharges. No illicit discharge issues were identified during Permit Year 1.</p>	<p>The Town inspected all 50 outfalls during Permit Year 2, and all 68 catch basins for evidence of illicit discharges. No evidence of illicit discharges was observed. No issues required follow-up from Permit Year 1.</p>	<p>The Town of South Berwick inspected 80 outfalls. (the other six were not able to be located).</p> <p>None of the outfalls exhibited evidence of illicit discharges.</p> <p>All MS4 catch basins were inspected during cleaning and no evidence of illicit discharges were observed.</p>	<p>The Town of South Berwick inspected 80 outfalls. (the other 4 were not able to be located).</p> <p>None of the outfalls exhibited evidence of illicit discharges</p> <p>All MS4 catch basins were inspected during cleaning and no evidence of illicit discharges were observed. The public works department attempted to locate one of the outfalls by adding approx. 3,000 gallons of</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<p>water to the catch basin. The area where the suspected outlet should have been became somewhat wet, but it could still not be located. This outfall receives water from a single catch basin, and the one outlet pipe runs behind a private property. The outfall was likely buried unknowingly by the property owner. This outfall is a low priority because it does not cause flooding.</p> <p>The outlet to one of the other outfalls was located in the fall of 2016 (at the public works garage).</p>	
Eliot	The Town inspected all of their 21 outfalls during Permit Year 1, and inspected all catch basins for evidence of illicit discharges. Illicit discharge issues identified	The Town inspected all of their 22 outfalls during Permit Year 2, and inspected all catch basins for evidence of illicit discharges. Illicit discharge issues identified during Permit Year 2 are documented in the IDDE tracking spreadsheet.	The Town inspected all outfalls during Permit Year 3. Evidence of high nutrient condition was observed at 5 outfalls. Sampling for human bacteriodes at three of	The Town inspected all outfalls during Permit Year 4. SW-005 (a private outfall) was sampled for Human bacteriodes and none were present. This outfall will continue to be	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>during Permit Year 1 consisted of the following:</p> <p>Outfall 001 in Riverview continues to exhibit high concentrations of bacteria. Flow observations, home dye testing, televising of selected drain lines, and sampling/analysis of flows have not revealed the source to date. Additional televising and dye testing is scheduled to be conducted.</p> <p>Outfall 71 was observed to have a slight amount of foam and is scheduled for re-inspection.</p>	<p>Investigations continued in the Riverview area. Additional sampling and analysis and dye testing will be ongoing until the source is found. The Town continues to provide the Maine DEP with e-mail updates of the investigation status. Outfall 71 was sampled for human bacteriodes and determined to not be from a human source.</p>	<p>these outfalls revealed no human source.</p> <p>SWO-005 on Pleasant Street and 075 on Spinney Creek Road revealed the presences of human bacteriodes and are under investigation.</p> <p>A sixth outfall was flowing steadily from sump pumps and was sampled for human bacteriodes even though it did not exhibit evidence of high nutrient condition. This outfall (079 on Park Street) was negative for human bacteriodes.</p> <p>102 MS4 catch basins were inspected during cleaning and no evidence of illicit discharges were observed. 8 catch basins were not accessible.</p>	<p>observed during regular annual inspections. SW-075 is still under investigation, and construction of this area is planned for the spring of 2018.</p> <p>The Town attempted to inspect 145 catch basins during PY 4. Four were not accessible (buried covers, or covers too heavy to open or inaccessible locations).</p> <p>The other catch basins had not yet been installed, or were newly installed and did not need to be inspected or cleaned.</p> <p>The only evidence of illicit discharges was doggie bags that had been deposited in CB-18, on Leach Road. This area was inspected in April and no doggie bags were observed. observed</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				during catch basin inspections.	
Kittery	<p>The Town inspected all of their 117 MS4 outfalls plus 60 private, industrial, or commercial outfalls that are located in rights of way during Permit Year 1. Three outfalls currently under investigation continued to exhibit evidence of illicit discharges. Two outfalls exhibited a potential oil film. These outfalls had excessive leaves in and around the outfall. These will be cleaned out and reinspected. Seven additional outfalls exhibited evidence of high nutrient content and are targeted for reinspection and bacteria and nutrient sampling.</p> <p>The town also inspected 413 catch basins for evidence of illicit discharges.</p>	<p>The Town inspected all 105 of their MS4 outfalls plus several additional private, industrial, or commercial outfalls that are located in rights of way during Permit Year 2.</p> <p>The town also inspected all 893 catch basins for evidence of illicit discharges.</p> <p>All 105 outfalls were inspected during dry weather during PY2. Twelve (12) of the outfalls were observed to have some potential for illicit discharge. All 12 have been investigated for illicit discharge source. Six of the outfalls were determined not to have a human source of bacteria based on sampling and analysis for E. coli, fecal coliform and human bacteroides (the samples either had very low concentrations of E. coli or fecal coliform, or if their E. coli and fecal coliform concentrations were high, they were sampled for human</p>	<p>The Town inspected all 98 of their MS4 outfalls during Permit Year 3.</p> <p>11 exhibited some evidence of illicit discharge such as a high nutrient condition.</p> <p>Of these, 2 (OF 258 and 260) were sampled for E. coli, enterococci, and determined to not have any bacteria present; three others (OF 96, 222 and 236) were sampled for human bacteriodes and determined not to have any human source.</p> <p>5 (OFs 4 and 5, 136, 243, and 320) are still under investigation from last year, and the sixth (OF 6 on Moore street) requires maintenance before sampling can be done.</p>	<p>The Town inspected all 101 MS4 outfalls in PY4.</p> <p>Of these, 11 exhibited some evidence of potential illicit discharge. 8 of the outfalls were still under investigation from PY 3.</p> <p>OF 96 was visited again to assess if a sheen on the water (behind a gas station) was petroleum related or naturally occurring iron bacteria. The sheen was determined to be iron bacteria, not petroleum and the outfall has been returned to a regular annual inspection.</p> <p>OF 310 on Rt 1 was previously thought to be the responsibility of the DOT, but investigations on this outfall will resume when</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>Three catch basins (1795, 1159 and 1158) had evidence of graywater. One (493) had evidence of a brown foam. All four of these catch basins are being investigated to identify the source.</p>	<p>bacteroides and determined to have no human bacteroides present).</p> <p>The other six outfalls are still under investigation. In addition, two outfalls from prior investigations are still under investigation. The Town continues to dye test, sample, and use flow tracking as investigation techniques, and is working with the sewer department to assess the integrity of sanitary lines in the vicinity.</p> <p>Of the 807 MS4 catch basins inspected during cleaning, 5 exhibited an oil sheen and 5 exhibited another potential pollutant. One basin in Rogers Park had many cigarette butts, which were removed, one contained gray water, which was resolved (disconnection of an illegal connection of washing machine) and the other three are under investigation. Three of the basins exhibiting an oil sheen are located just off of Route 1, and will be reinspected. The</p>	<p>The Town is working with the Sewer Department to conduct televising on 4 of the 5 outfalls, and the 5th outfall (243 at Gate 1 of the Shipyard) was historically a CSO area, and design drawings are being reviewed.</p> <p>The town also inspected 864 of its 883 catch basins for evidence of illicit discharges. One basin was identified as having significant cigarette butts and will be stenciled.</p> <p>See BMP 6.5 for discussion of maintenance identified and 19 basins not inspected this permit year.</p>	<p>maintenance allows access. (The maintenance is on the public works action item list).</p> <p>Outfalls 5 (ID'd from last year) and 6 (new potential evidence) were sampled and determined not to have any human bacteriodes present, and has been returned to regular annual inspections.</p> <p>Investigations for outfalls 136 (Prince Street), 243 (Gate 1 to Portsmouth Naval Shipyard), 4, 321, and 261 (Admiralty Village), continued by tracking flows and bracket sampling catch basins at various junctions to assess what direction the human bacteroides is coming from.</p> <p>No historic sewer or storm drain drawings are available for the</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		other two are in a less trafficked area and are being investigated.		<p>Admiralty Village or Gate 1 (OF 243) area because these drawings are owned by the Navy and are archived in Washington DC. The Stormwater Coordinator and Sewer Department Superintendent are still attempting to obtain the drawings.</p> <p>The 11th outfall (OF 233) may have bacteria contributions from a horse farm. The Code Enforcement Officer will be meeting with the owner of the farm in PY 5 to discuss corrective actions.</p> <p>All catch basins/drain manholes were also inspected. Three had evidence of foam, but are associated with OF 233, which is suspected of having bacteria contamination. No other septic or detergent odors were observed.</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	No work was required to be completed this year.	<p>The Town inspected 44 outfalls and 456 catch basins (67%) during Permit Year 2.</p> <p>None of the inspections revealed evidence of illicit discharges.</p> <p>The Town continued to work with the EPA to investigate illicit discharges on Long Sands Beach, Short Sands Beach, and in the Cape Neddick River area. The Town has been conducting sampling and analysis on dry weather flows, has installed optical brightener monitoring traps and tracked dry weather flows to determine their origin. The Town is also working with Dr. Stephen Jones from UNH to analyze samples for human bacteroides using quantitative Polymerase Chain Reaction DNA testing. Results of the analysis will be available in the fall of 2015 as Dr. Jones is developing this analysis technique.</p>	<p>The Town inspected all 57 outfalls and all 710 catch basins in the MS4 area during Permit Year 3.</p> <p>None of the inspections revealed evidence of illicit discharges.</p> <p>The Town continued to work with the York Sewer District and UNH to investigate the 5 areas sampled by EPA on Long Sands Beach, Short Sands Beach and in the Cape Neddick River area.</p> <p>Televising by the Sewer District identified one area that is scheduled for repair in August or September 2016. The Town will sample this area after the repair is completed to assess if all illicit discharges have been corrected, or if further investigation is necessary.</p>	<p>The Town inspected 26 piped MS4 outfalls and 575 catch basins in Permit Year 4.</p> <p>None of the inspections revealed evidence of illicit discharges.</p> <p>Note that although not all outfalls were formally inspected, the Town has a third-party contractor conducting a QC of the system connectivity. The contractor has been viewing the infrastructure in the field, and knows to contact the Stormwater Manager if any potential illicit discharges are identified.</p> <p>The Town continued investigations on the 5 areas sampled by EPA.</p> <p>One outfall (LBO19) is downgradient of a sanitary sewer repair that was made in the fall of</p>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			The 4 other areas are still under investigation. The Town has reviewed and summarized the UNH 161 samples on their IDDE tracking spreadsheet and continues to evaluate dry weather flows through direct observations and E. coli and enterococci and Human Bacteriodes sampling to identify the source of the potential illicit discharges.	2016. The storm drain outfall was sampled during dry weather and determined not to have any dry weather human discharges. Maine Healthy Beaches continues to monitor this site for other bacteria sources. The outfall is fed by a wetland area inland. The other 4 areas continue to be investigated. Bracket sampling for Human Bacteriodes has reduced the potential source areas contributing to the potential illicit discharges.	
Changes to Meas. Goal	None	None	None	None	

BMP 3.4: Develop and Implement Open Ditch Illicit Discharge Program

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

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.

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	The Town included their ditch inspection program in their IDDE Program document (see Measurable Goal 3.3.1). The Town has historically conducted a ditch cleanup program each spring using a crew of interns. The Public Works Department typically transports the interns to a specific area and so will conduct ditch inspections using their electronic data collection programs while the interns are conducting the cleanup. The Town will begin inspecting ditches in April 2015. Each ditch segment will be inspected at least once in the permit cycle. Additional inspections will be conducted if conditions warrant it (such as observations of excess, yard waste, sediment, litter or other pollution.	No work required this Permit Year.	No work required this Permit Year.	No work required this Permit Year.	
Changes to Meas. Goal	None	None	None	None	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

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.

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.

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	Ditch inspections in Berwick will begin in the Fall of 2014. All ditch segments in town will be inspected by the end of the permit cycle.	All ditches along Old Pine Hill Road were inspected (approximately 3,722 of (21%)) No evidence of illicit discharges or required maintenance was observed. Note this data was recalculated in PY 4 and found to be 5116 feet out of 28,564 feet (~18%)	Ditches along Pond Road, Perry's Way, Pine Hill Road and Old Berwick Road were inspected (approximately 4654 of, or 27 %). Approximately 48% of all ditches in the urbanized area have been inspected. No evidence of illicit discharges or required maintenance was observed.	Ditches along Partridge were mapped and inspected in PY 4 – and the GIS data updated and totals recalculated for PYs 2 and 3 inspections. The PY 4 inspections constituted 5,640 feet of ditch. (19.75%) Copeland Street, 2 nd street, Moulton, Sawmill Hill, Town	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			Note this data was recalculated in PY 4 and found to be 5163 feet of 28, 564 feet ((18%)	Road, George Street, Lord Street, Lymon Street, Merrick Street, Charles Street, River Street, Marks Circle, and Knox Lane were inspected 8/1/2017 (PY 5 constituting 8,100 feet of ditch (approximately 28%). The only remaining ditches to be inspected are on the following roads: Sullivan, Logan, Morse, and Terrace Drive.)	
South Berwick	Ditch inspections in South Berwick began June 2014. Approximately 1,100 linear feet (lf) of ditch was inspected. Inspections were conducted and no evidence of illicit discharges was observed.	Ditch inspections in South Berwick continued in June 2015. Approximately 1225 lf (37%) of ditch was inspected and no evidence of illicit discharges was observed.	Ditches along Knights Pond Road and Agamenticus Road were inspected. (approximately 1,600 lf, or 50 %) bringing the total ditch inspections to 87%. No evidence of illicit discharges or required maintenance was observed.	Ditch inspections were completed on Liberty Street, Old Mill Road, Vine Street, Old South Road and Pine Street. The GIS will be reviewed in PY 5 to ensure all ditches have been inspected. No evidence of illicit discharges or required maintenance was observed.	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Eliot	Ditch inspections in Eliot are normally conducted during road reconstruction work. In PY1, ditch inspections along Houde Road, Governor's Hill Road, and River Road were conducted at the same time that outfall inspections were conducted. No evidence of pollution, excess sediment, vegetation issues, litter or yard waste were observed. The inspection completed constituted ~ 20% of the ditches in town (~ 1 mile of 5 miles of ditches).	In Permit Year 2, ditch inspections were conducted during outfall inspections along Leach Road, Park Street, Bolt Hill Road, Pleasant Street, Depot Road, and Cedar Road. No evidence of pollution, excess sediment, vegetation issues, litter or yard waste were observed. The inspection completed constituted ~ 30% of the ditches in town (~ 1.5 miles of 5 miles of ditches).	Ditches along Worcester, Cedar, Bradstreet Lane, Frost Hill road, Old Road and Old Field Road were inspected (approximately 6.8 miles). Some of this was conducted outside the urbanized area. The Town is approximately 80% complete with ditch inspections. No evidence of illicit discharge was observed.	Ditches along Woodbine Ave, Main Street, Greenwood Street, Clark road, Moses Garrish Farmer Rd, Adlington Road, Leach and Pleasant were inspected (approximately 3 miles). No evidence of illicit discharge was observed. Some invasive species were observed on Woodbine Ave. and removal will be added to the Public Works list for prioritization with other work. The Town is approximately 97% complete with ditch inspections. Ditches on Hanscom Road and Sargents Lane need to be completed during Permit Year 5.	
Kittery	Approximately 300 feet of ditch was inspected and cleaned during Permit Year 1. Though this amount is less	Approximately 40,100 feet of ditch (65%) was inspected during Permit Year 2. No evidence of	Approximately 13,500 feet of ditch (22%) were inspected during Permit Year 3 bring the total	Approximately 9,500 feet of ditch was inspected during Permit Year bringing	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	than the 20% of all ditches, additional inspections will be conducted during Permit Year 2 to ensure all ditches are inspected by the end of the permit cycle. No evidence of illicit discharges was identified during ditch inspections.	illicit discharges was identified during ditch inspections.	inspections to 87% complete. No evidence of illicit discharges was identified during ditch inspections.	the total inspections to 99% complete. No evidence of illicit discharges was identified during ditch inspections, though some yard waste was observed near Chauncey Creek ditches. The yard waste was not excessive and was removed by public works. Only one small section of ditch on Route 236 requires inspection in Permit Year 5.	
York	Although no work was required to be completed this permit cycle, the spring ditch cleanup program occurred in April 2014. No formal inspection forms were completed for ditching, but the GIS Manager and Stormwater Manager are developing an electronic inspection form for use in April 2015.	Ditches were inspected during cleaning by Public Works crews and interns on April 20 through 24, 2015. No evidence of illicit discharges was identified. Litter was removed, and maintenance items were documented by the Public Works crews for follow-up and correction.	The Town completed ditch inspections again the week of April 18-22. Each ditch segment in the MS4 was inspected. No evidence of pollution was observed. Any observed litter was removed at the time of observation.	The Town completed ditch inspections again the week of April 17-21. Each ditch segment in the MS4 was inspected. No evidence of pollution was observed. Any observed litter was removed at the time of observation.	
Changes to Meas. Goal	None	None – but the length of ditch inspected in Berwick	None	None	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		was corrected from 6,300 lf (27%) to 3,722 lf (21%), and the length of ditch inspected in South Berwick was corrected from 2,400 lf to 1225 lf (37%).			

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 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	No work required to be completed this year.	No work required this Permit Year	Based on a review of the Town's records the Town has 766 parcels in the urbanized area. Of those, 272 are on sanitary sewer and 25 have leachfields that are newer than 1997. The parcels that need inspection are: 48 parcels that	Of the 469 parcels that were identified as either 20 years or older (48 of them), or had no data on the date of the septic system (421 parcels); only 13 were able to be inspected and no abnormalities were observed. The other parcels	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			have leachfields older than 1997 and 421 parcels that had insufficient septic system data in Town Hall to assess their date of installation, or location.	were vacant, were not accessible because of private roads, or the septic systems were not visible from the roads.	
South Berwick	No work required to be completed this year.	No work required this Permit Year	Based on a review of the Town's records the Town has 1,539 parcels in the urbanized area. Of those, 868 are on sanitary sewer and 73 have leachfields that are newer than 1997. The parcels that need inspection are: 123 parcels that have leachfields older than 1997 and 475 parcels that had insufficient septic system data in Town Hall to assess their date of installation, or location.	<p>Drive-by inspections were completed on July 10 and 11, 2017. Results of the inspections of the 123 parcels with older systems and the 475 parcels with insufficient data to map the systems are as follows:</p> <ul style="list-style-type: none"> • 44 of the original parcels were determined to be on the border of the urbanized area, with most of the parcel outside the urbanized area. These locations were not inspected. • 33 additional properties were observed to be vacant, cemeteries, or had structures that did not have sanitary septic systems. • 405 properties had systems that were oriented in locations that were not entirely visible from the public roadways (the line of sight was obscured by vegetation, fencing or structures); therefore, no inspection was possible. • 73 properties were located on private ways; therefore, no inspection was possible 	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<ul style="list-style-type: none"> • 42 properties had systems that were located close enough to the road, with an unobscured line of sight, and were inspected. • One property was determined to be on sanitary sewer (the public works facility) 	
Eliot	No work required to be completed this year.	No work required this Permit Year	Based on a review of the Town's records the Town has 1,768 parcels in the urbanized area. Of those, 510 are on sanitary sewer and 451 have leachfields that are newer than 1997 or are on vacant land. The parcels that need inspection are: 214 parcels that have leachfields older than 1997 and 593 parcels that had insufficient septic system data in Town Hall to assess their date of installation, or location.	<p>The Town Code Officer reviewed the mapping data and made the following corrections to the 1,768 parcels prior to conducting inspections:</p> <p>558 parcels were on sanitary sewer 121 parcels were associated with common leachfield systems</p> <p>Of the 638 parcels that required inspections because the parcels have old septic systems or insufficient data to determine age in the Urbanized area the drive-by inspection status is as follows: 302 inspections were attempted, but there was no access to the parcel (mostly because they were on private driveways) 77 parcels were vacant 15 parcels had systems that were not visible from the road 12 parcels were either private or public roads or cemeteries</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				232 drive-by inspections were completed, but there was no evidence of failing systems.	
Kittery	No work required to be completed this year.	Although no work was required this Permit Year, the Town had already begun creating a database of septic systems in town, classifying those as high risk if they do not have a known approval dates, or if the system design is older than 1990 (25 years) The list will be refined to assess what systems are in the Urbanized Area during permit year 3.	Based on a review of the Town's records the Town has 2849 parcels in the urbanized area. Of those, 1,407 are on sanitary sewer and 213 have leachfields that are known to be newer than 1997. The parcels that need inspection are: 211 parcels that have leachfields older than 1997 and 1018 parcels that had insufficient septic system data in Town Hall to assess their date of installation, or location.	<p>Drive-by inspections were attempted for all 211 old septic systems. Of these, the septic systems were visible on only 55 parcels. No evidence of illicit discharges from the systems was observed.</p> <p>For the 1018 parcels that had insufficient data to assess where on the parcel the data might be, or how old it was, drive by inspections were only possible on 753 parcels because of right of way access: 306 were not visible from the public right of way 82 had no access (were on private roads) 61 parcels were vacant 304 parcels appeared to have a leachfield in view of the public right of way, but no evidence of leakage was visible.</p>	
York	No work required to be completed this year.	Although no work was required this Permit Year, the Town maintains a listing of septic	Based on a review of the Town's records the Town has 4915 parcels in the urbanized area. Of those, 2913 are on sanitary sewer and 314 have leachfields	Of the 1,237 parcels that required inspections, the following is a status of the drive-by inspections:	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		systems because the Town requires pumping of systems in accordance with an ordinance that was passed in 2009. This listing will be refined for use in complying with this permit requirement.	that are newer than 1997. The parcels that need inspection are: 405 parcels that have leachfields older than 1997 and 832 parcels that had insufficient septic system data in Town Hall to assess their date of installation, or location.	464 were not accessible from the public right of way 119 were not visible from the public right of way 4 were determined to be vacant 650 were inspected and determined not to have evidence of failure based on the visual observation conducted.	
Changes to Meas. Goal	None	None	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 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	No work required these Permit Years			Results of the inspections are provided in MG 3.5.1 so numbers of septic systems listed, vs inspected can be more easily reviewed.	
South Berwick	No work required these Permit Years				
Eliot	No work required these Permit Years				
Kittery	No work required these Permit Years				
York	No work required these Permit Years				
Changes to Meas. Goal	None		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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	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	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.		
South Berwick		No work required this Permit Year.			
Eliot					
Kittery					
York					

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	documenting the hydrant flushing procedures in use.				
Changes to Meas. Goal	None	None	None	None	

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 Year 3	Permit Year 4	Permit Year 5
Berwick Water Department	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	No work required this permit year.		
South Berwick Water District	The South Berwick Water District Hydrants were provided to the Town.				
Kittery Water District	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				
York Water District	The York Water District hydrants have been shared with the York GIS Manager.				

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

		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.		
Changes to Meas. Goal	None	None	None	

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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	No work required to be completed this year.	No work required this Permit Year.	The Berwick Water Department and South Berwick Water District implemented BMPs and dechlorination procedures during PY 3 that prevented discharges to the MS4 in excess of state recommended TRC concentrations. The Towns requested a water quality monitoring report. The District and Department stated that they monitor the concentrations, and the concentrations did not exceed the guidance allowed by the	The Water Department was contacted and confirmed their PY 3 practices.	
South Berwick				The Water District was contacted and confirmed they continue to implement BMPS including: dechlorination with sodium sulfite before any discharge to a catch basin, diffusion into air and onto	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

			<p>Maine DEP (50 ug/l TRC), but did not provide a written report.</p>	<p>ground to naturally neutralized chlorine. No data was collected regarding chlorine concentrations.</p> <p>The Water District attended two meetings related to development of the MWUA/MRWA BMP manual for hydrant flushing.</p>	
Eliot					
Kittery			<p>Met with Kittery Water District on 3/29/2016 (for Eliot, Kittery & a small portion of York). District is dechlorinating all hydrants except those that discharge to the Piscataqua River, York River, Atlantic Ocean, or Spruce Creek (all at high tide) whose dilution allows an in-stream concentration <0.05 mg/L TRC. Documentation of their dechlorination and sediment erosion control procedures was provided.</p>	<p>The Water District was contacted and confirmed their PY 3 practices.</p> <p>They also participated in development of the MWUA/MRWA BMP manual for hydrant flushing.</p>	
York			<p>The York Water District provided water quality monitoring data and a summary of the dechlorination and sediment control practices</p>	<p>The Water District was contacted and confirmed their PY 3 practices.</p>	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

			in place during hydrant flushing. The practices in place did not result in discharges to the MS4 system in TRC concentrations that would exceed acute state TRC standards.	They also participated in development of the MWUA/MRWA BMP manual for hydrant flushing.	
Changes to Meas. Goal	None	None	None	The Towns will not request water quality reports during Permit Year 5.	

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 Year 5
Berwick	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	No work completed this Permit Year	

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

South Berwick	No work required to be completed this year.		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 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)	The Town modified its ordinance during Permit Year 3. As noted in BMP 2.1.2, the public hearing was held 5/24/2016 and the new language became effective on that day.	
Eliot	No work required to be completed this year.			The Town modified its ordinance as part of the June 13, 2017 Warrant.	
Kittery	No work required to be completed this year.			The Town modified its ordinance on 5/22/2017.	
York	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.	
Changes to Meas. Goal	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.

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

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

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 Year 3	Permit Year 4	Permit Year 5
South Berwick	The Towns met with the DMR on 6/25/2014. DMR provided information on the shoreline surveys they complete in order to assist towns in opening shellfish areas. The Towns provided DMR with information relevant to the MS4 Program. Kittery, Eliot and York are all conducting sampling programs, and the data will be made available to DMR. DMR will make available their historic database of recent sampling.	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 as a result of the Permit Year 1 meeting.	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 as a result of the Permit Year 1 meeting. York – assisted with a shoreline survey (July 2015) from Seaberry Rd to Route 103. Kittery – The Stormwater Coordinator is also the Shoreland Resource Officer and meets regularly with the shellfish commission.	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.	
Eliot				The Towns of Eliot and York continue to collect water quality samples for DMR.	
Kittery				Kittery – The Stormwater Coordinator is also the Shoreland Resource Officer and meets regularly with the shellfish commission. The Stormwater Coordinator attended a meeting with the DMR	
York					

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

			<p>The Stormwater Coordinator attended a meeting with the DMR and the Shellfish commission on 4/21/2016 to review the status of shellfish closures in Kittery.</p> <p>Eliot continued to collect samples for DMR.</p>	<p>and the Shellfish commission on 2/16/2017 to review the status of shellfish closures in Kittery.</p>	
Changes to Meas. Goal	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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	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			
South Berwick	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	Same as Permit Year 2		

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Eliot	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	Same as Permit Year 2	
Kittery	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 the 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.	Same as Permit Year 2	
York	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.	

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Changes to Meas. Goal	None	None	None		
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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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	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.	
South Berwick	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.	

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Eliot	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.	
Kittery	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.	
York	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.	
Changes to Meas. Goal	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).

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	No sites were under construction that required inspections.	No sites were under construction that required inspections.	No sites were under construction that required inspections.	No sites were under construction that required inspections. One site (a senior housing project) would have triggered construction inspection requirements, but the project was denied grant funding and will not be constructed in the near future).	
South Berwick	No sites were under construction that required inspections.	No sites were under construction that required inspections.	No sites were under construction that required inspections.	Only 1 site (the Outlook Subdivision project) triggered the construction inspection requirements. This site was still under construction as of 6/30/2017. The code enforcement office inspected the site in March	

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

				to ensure sediment and erosion control measure remained in place throughout the winter and were being maintained for spring rains. The Public Works Director inspects the site after rain events to ensure sediment and erosion control measures are functioning.	
Eliot	Only one site was under construction in the Urbanized Area that required inspections this Permit Year (PSNH switching yard). At least three inspections were conducted.	No sites were under construction that required inspections.	No sites were under construction that required inspections.	No sites were under construction that required inspections.	
Kittery	No sites were under construction that required inspections.	No sites were under construction that required inspections.	Two sites were under construction that required inspections. The Stormwater Coordinator completed 2 monthly inspections on one site (Rockwell Homes) and 6 on the other site (Morgan Court). A third-party inspector conducted 7 inspections on Morgan Court. These sites were still under construction at the end of Permit Year 3.	5 sites were under construction that required inspections the following documents the inspections that were conducted during PY 4. The deficiencies observed did not reach the MS4 system and did not adversely impact water quality. <u>Sites that were under construction in PY 3:</u>	

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

			<p>The Town has two other sites (Hampton Inn and Yankee Common Mobile Home Park Expansion) that have been approved by Planning Board and will discharge into the Town's MS4 when completed. Construction had not begun on these sites as of June 30, 2016.</p>	<p>Rockwell Homes was inspected 11 times. On 11/29/16 an inspection showed signification erosion control deficiencies that were corrected within 24 hours and no further issues were reported.</p> <p>Morgan Court was inspected 9 times. One erosion control deficiency was corrected within 48 hours.</p> <p><u>New sites for PY 4:</u></p> <p>Yankee Common Mobil Home Park Expansion was inspected 35 times. There were no major deficiencies and any minor deficiencies were corrected within 24 hours.</p> <p>Emery Field was inspected 8 times. There were no major deficiencies and any minor deficiencies were corrected within 24 hours.</p> <p>Kittery Storage Solutions was inspected 12 times. There was a small</p>	
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MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

				<p>deficiency for construction entrance that was remedied within 24 hours of inspection, and silt fencing that needed maintenance that was remedied within 48 hours of inspection.</p> <p>Construction did not commence at the Hampton Inn project in Permit Year 4. This project is delayed by court processes.</p> <p>No additional sites passed through planning board in PY 4 that will trigger this requirement.</p>	
York	No projects were under construction during this Permit Year in the Urbanized Area that triggered this requirement.	One site was under construction that required inspections, and inspections began.	1 site was under construction that required inspections. Two (2) inspections were completed and additional inspections will continue until the project is completed.	The one site from Permit Year 3 that was under construction was completed. A final inspection was conducted.	
Changes to Meas. Goal	None	None	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.

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	The town drafted a stand-alone ordinance based on the Sample Post-Construction Stormwater Management Ordinance prepared 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 General Permit</i> . The ordinance must be approved by	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.	

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	voters during the next general election, scheduled for November 2014 (Permit Year 2) to become effective.				
Changes to Meas. Goal	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.

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

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	<p>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</p> <p>Planning Board reviews during PY1 show that 1 sites will trigger this ordinance when construction is complete: a CMP substation on Powerhouse Road.</p>	<p>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</p> <p>It should also be noted that although the CMP substation project received a DEP permit by disturbing one or more acres of land, the portion of the project that the Town of Berwick reviewed and approved was less than one acre of land disturbance. Therefore this site will NOT trigger the Post Construction Ordinance requirements.</p>	<p>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</p>	<p>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</p>	
South Berwick	<p>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</p>	<p>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.</p>	<p>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.</p>	<p>0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs. are functioning or not.</p>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		No sites required routine maintenance or remedial action	No sites required routine maintenance or remedial action	0 sites had functioning BMPs.	
Eliot	<p>1 site had BMPs discharging into the MS4.</p> <p>1 site reported to the MS4 whether their BMPs. are functioning or not.</p> <p>1 site had functioning BMPs except for minor erosion and destabilization at an outfall which was repaired within two weeks of inspection.</p> <p>No sites required remedial action</p>	<p>2 sites had BMPs discharging into the MS4.</p> <p>2 sites reported to the MS4 whether their BMPs. are functioning or not.</p> <p>2 sites had functioning BMPs.</p> <p>0 sites required routine maintenance or remedial action</p>	<p>2 sites had BMPs discharging into the MS4.</p> <p>2 sites reported to the MS4 whether their BMPs. are functioning or not.</p> <p>2 sites had functioning BMPs.</p> <p>0 sites required routine maintenance or remedial action</p>	<p>The two sites that have been tracked to date are PSNH and ARC. On 9/7/0217, the Towns consultant reviewed the location of the sites and determined the ARC project is outside the urbanized area. The site was inspected in the fall of 2016 and was determined to have functioning BMPs and no repairs were needed. The following is the report for the PSNH site, which is in the UA.</p> <p>Also, the Public Works direct has been conducting the inspections, the sites do not report in to the Town. So the text has been adjusted to reflect this fact.</p>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<p>1 site had BMPs discharging into the MS4.</p> <p>1 site was inspected by the PWD to assess whether their BMPs. are functioning or not.</p> <p>1 site had functioning BMPs.</p> <p>0 sites required routine maintenance or remedial action</p>	
Kittery	<p>1 site had BMPs discharging into the MS4.</p> <p>1 site reported to the MS4 whether their BMPs. are functioning or not.</p> <p>1 site had functioning BMPs.</p> <p>No sites required routine maintenance or remedial action.</p> <p>Planning Board reviews during PY1 show that 1 additional site will trigger this ordinance when construction is complete: Commercial Development Lot Map 28 Lot 14 on Fernald Road.</p>	<p>1 site had BMPs discharging into the MS4.</p> <p>0 sites reported to the MS4 whether their BMPs. are functioning or not.</p> <p>It is not known how many sites had functioning BMPs.</p> <p>It is not known how many sites required routine maintenance or remedial action</p> <p>The one site was a subdivision, which transitioned from the developer (who paid an engineering firm to do the Permit Year 1 report) to the homeowner's association. The Town contacted the</p>	<p>It was determined during the Town's audit that the site (reported during permit year 2) does not discharge into the Town's MS4, rather it discharges directly into a water of the state. Therefore, the currently has no sites discharging to the Town's MS4.</p> <p>0 sites reported to the MS4 whether their BMPs. are functioning or not.</p> <p>0 sites had functioning BMPs.</p> <p>No sites required routine maintenance or remedial action.</p>	<p>0 sites reported to the MS4 whether their BMPs. are functioning or not.</p> <p>0 sites had functioning BMPs.</p> <p>No sites required routine maintenance or remedial action.</p>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		engineering firm to see if they had done the inspection. The firm has done the inspection, but has not been paid by the homeowner's association yet. The Town is contacting the homeowner's association to put them on notice that they need to file the report or receive a Notice of Violation.			
York	The Town has not yet passed its Post Construction Stormwater Management Ordinance, therefore no reporting under this Measurable Goal is required this year.	<p>The Post Construction Discharge Ordinance was approved by voters, and enacted on 11/4/2014.</p> <p>Since 11/4/2014, the town has had:</p> <p>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. 0 sites required routine maintenance or remedial action</p>	<p>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</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>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Changes to Meas. Goal	None	None	None	The Eliot Public Works direct has been conducting the Post Construction inspections, the sites do not report in to the Town. So the text has been adjusted to reflect this fact.	

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.

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	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.	
South Berwick	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	Same as Permit Year 2.	Same as Permit Year 2.	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		Maine Coastal Program LID Guidance Manual for additional LID techniques.			
Eliot	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.	
Kittery	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 where 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.	
York	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.	
Changes to Meas. Goal	None	None	None	None	

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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:

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The inventory was reviewed in July and December 2013 and no additional municipal owned properties were identified.	The inventory was reviewed in October 2014 and June 2015. The Town acquired the Prime Tanning site, which will be remediated and redeveloped. The inventory is being updated, but O&M procedures are not appropriate yet because	The O&M Procedures were updated in April 2016 to include the Prime Tanning site in the list of properties.	The inventory was reviewed as part of the training on 3/22/2017 (See BMP 6.2) and no new sites were identified.	

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		the site is vacant and will be remediated before development.			
South Berwick	The inventory was reviewed in December 2013 and no additional municipal owned properties were identified.	The inventory was reviewed in October 2014, and again in February 2015. No updates were necessary.	The inventory was reviewed as part of the November 2015 audit and no new sites were identified, but the Route 4 Maintenance Garage (which had a SWPPP) was removed from the list because the Town no longer operates out of that location.	The inventory was reviewed as part of the training on 3/22/2017 (See BMP 6.2) and no new sites were identified.	
Eliot	The inventory was reviewed in August 2013 and no changes to municipal owned properties were identified.	The inventory was reviewed in October 2014. No updates were necessary.	The inventory was reviewed in September 2015 and no new sites were identified.	The inventory was reviewed as part of response to Maine DEP comments on 3/6/2017 and the new police chief was identified in the plan and the Town planner met with him to review the plan. The overall inventory was also reviewed during the MS4 training on 3/22/2017 (See BMP 6.2) and no new sites were identified.	
Kittery	The inventory was reviewed in December	The inventory was reviewed in October	The inventory was reviewed in September	The inventory was reviewed in the	

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	2013 and no additional municipal owned properties were identified.	2014. No updates were necessary.	2015 and no new sites were identified.	spring of 2017 and no new sites were identified.	
York	The Town developed an inventory of municipal operations in the Urbanized Area. The inventory contains 21 properties: 4 are vacant parcels 1 (Beach DPW Garage) will require a full SWPPP 16 will require O&M procedures only.	No work required this Permit Year	The inventory was reviewed in September 2015 and no new sites were identified.	The inventory was reviewed in April 2017 and the Police Station was identified as a new site. The Police station relocated to a site within the urbanized area. A draft O&M for the new Police Station was prepared in June 2017 and is under review.	
Changes to Meas. Goal	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.

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

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The O&M Procedures were updated after meetings with the Police and Fire Department in July and to adjust the vehicle washing areas to conform to Maine DEP Guidelines. O&M procedures were provided to the primary facility contacts via email.	No updates were required this Permit Year. The Prime Tanning site will likely incorporate LID when it is redeveloped.	The Prime Tanning site is not yet occupied or otherwise used by the Town, so no O&M procedures are required at this time. However the Town requested that its third-party contractor prepare O&M Procedures to protect stormwater from activities related to asbestos and hazardous materials removal. The contractor prepared the O&M, the Town reviewed it and it is being implemented.	No updates were required this year.	
South Berwick	The O&M Procedures were updated in December 2013 and provided to the primary facility contacts via email.	No updates were required this Permit Year.	The following O&M Procedures were modified in Permit Year 3: <u>Town Hall/Police</u> – Vehicle washing practices updated to reflect washing offsite. Point of contact changed to be building custodian (newly hired and trained on procedures). <u>Fire Station/Community Center</u> - Vehicle washing updated to reflect washing	No O&M Procedures were required modification in PY4. The Teen Center is no longer in use and that O&M will be updated or removed pending a final decision on use of the property.	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			<p>inside (where floor drains discharge to an oil/water separator then to sanitary sewer), or outside in sheet flow areas.</p> <p><u>Parks areas</u> – Mowing frequency and is specified as weekly which is appropriate for areas. Buffer are required for any nearby waters.</p> <p><u>Town Food Pantry</u> – to reflect food waste is composted off-site.</p> <p><u>Library</u> – to reflect the new library location and practices.</p>		
Eliot	The O&M Procedures were updated in August 2013 after a Maine DEP audit and provided to the primary facility contacts via email.	No updates were required this Permit Year.	No updates were required this Permit Year.	No updates were required this year.	
Kittery	The O&M Procedures were updated in December 2013 and paper copies were provided to the primary facility contacts by the Stormwater Coordinator.	The O&M Procedures were updated in October 2014 and paper copies were provided to the primary facility contacts by the Stormwater Coordinator.	<p>The Town Hall O&M Procedure was updated to include a Police vehicle washing SOP.</p> <p>The Town Pier O&M was updated to reflect that no petroleum products are stored onsite (only empty gas cans).</p>	No updates were required this year.	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	No work required this Permit Year.	Final Stormwater O&M Procedures for 16 municipal operations within the Urbanized Area of York (including six (6) Parks and Recreation facilities, the Beach and Village Fire Stations, Village Elementary School, Coastal Ridge Elementary School, York Middle School, York High School, the Superintendent's Offices, the Town Hall and the Town Dock) were submitted to Ms. Leslie Hinz, York Stormwater Manager in June 2015.	No updates to the O&M Plans were made in PY3. The Stormwater Manager continued to work with Departments to implement the O&M Plans.	<p>A draft O&M for the new Police Station was prepared in June 2017 and is under review.</p> <p>The Town updated the Beach Fire O&M Plan, and registered a holding tank sand filter system (which receives water from one of the storage bays) with the Maine DEP as a Class V Underground Injection system.</p> <p>No additional updates were required.</p>	
Changes to Meas. Goal	None	None but the York PY2 report was adjusted to reflect 16 municipal properties had O&M Procedures prepared.	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.

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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).

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	SPCC, SWPPP and Ditch inspection training was provided to all 4 public works department employees and the Town Planner on 5/1/2014.	SPCC, SWPPP and Illicit Discharge training was provided to 3 public works employees and the Town Planner on 6/24/2015. Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Town Planner.	SPCC, SWPPP, IDDE, PPGH and general MS4 training was provided to the Town Manager, Planner, and all 4 public works employees on 6/23/2016.	Three Public Works employees were trained on the MS4 General Permit, illicit discharge issues, and the Public Works Garage Oil SPCC and SWPPP Plans on 3/22/2017. An overview of the O&M Plans that pertain to their job functions was also reviewed. In addition, The Stormwater Coordinator (Town Planner) left his position in April 2017. The new Stormwater Coordinator (Planning Assistant) and Town Manager were trained on 3/7/2017 in the requirements of the MS4	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
				<p>program as part of the transition. The Stormwater Coordinator was provided with a hands on-training for mapping and stormwater outfall inspections (other inspections are done by Public Works).</p> <p>Additional training related to stormwater also included: The Planner attended the Stormwater Finance Forum on 11/15/2016 and 11/16/2016.</p>	
South Berwick	<p>SPCC and SWPPP training was provided to 6 employees (public works and Town Manager) on 4/23/2014.</p> <p>Ditch inspection training was provided to 5 employees (public works) on 5/7/2014.</p>	<p>SPCC and SWPPP training was provided to 3 public works employees on 6/18/2015. SWPPP training was provided to 1 Transfer Station employee on 6/24/2015.</p> <p>Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Public Works Director.</p>	<p>SPCC, SWPPP, IDDE, PPGH, and general MS4 awareness training was provided to 1 full-time transfer station and 7 DPW employees on 6/24/2016</p> <p>Additional MS4-related training for the Public Works Director included: ASCE courses in:</p> <ul style="list-style-type: none"> Environmental issues and Mitigation for Low Volume Roads, 	<p>Six Public Works employees and one transfer station employee were trained on the MS4 General Permit, illicit discharge issues, and the Public Works Garage Oil SPCC and SWPPP Plans on 3/22/2017. An overview of the O&M Plans that pertain to their job functions was also reviewed.</p> <p>Additional training related to stormwater also included:</p> <p>The Public Works Director attended the 3/7/2017 training on "Next Generation</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			<ul style="list-style-type: none"> • Design of Erosion Control Measures Using Riprap, • And • Hydrologic Trespass and Nuisance Considerations in Stormwater Management Design. 	Innovative Stormwater Management Solutions offered by ACF Environmental.	
Eliot	<p>SPCC and SWPPP training was provided to 5 public works employees on 4/23/2014.</p> <p>SPCC and SWPPP training was provide to 2 transfer station employees on 5/7/2014.</p> <p>Ditch inspection training was provided to 4 employees (public works) on 5/7/2014.</p>	<p>SWPPP training was provided to 6 public works employees on 5/13/2015.</p> <p>Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Town Planner.</p>	<p>SPCC, SWPPP, PPGH, IDPE, and general MS4 awareness training was provided to all 5 Recycling Center Employees, the planner and code officer on 6/8/2016. All 7 DPW employees were trained on the same topics on 6/1/2016.</p> <p>Additional MS4-related training included:</p> <ol style="list-style-type: none"> 1. Maine Stormwater Conference hosted by ISWG and CCSWCD on 11/16/15 and 11/17/15 (Planning Assistant) 	<p>Six Public Works employees the Planner and the Code Officer were trained on the MS4 General Permit, illicit discharge issues, and the Transfer Station/Public Works Garage Oil SPCC and SWPPP Plans on 3/22/2017. An overview of the O&M Plans that pertain to their job functions was also reviewed.</p> <p>The five Recycling Center Employees were trained on 4/12/2017.</p> <p>The Public Works Director, Code Officer and Planning Assistant were trained on the</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			<p>2.Erosion Control & Sedimentation workshop on 10/21/2015 at Kittery Water District (Planning Assistant and Code Officer)</p> <p>3.Construction Job site Protection Workshop at Kittery Water District 11/15/2015 (Code Officer)</p>	<p>new IPAD mapping and inspection Aps on 12/14/2016.</p> <p>The Planner and two Select Board members attended the Stormwater Finance Forum on 11/15/2016 and 11/16/2016</p>	
Kittery	<p>SPCC and SWPPP training was provided to 7 employees (Stormwater Coordinator, public works and recycling center) on 5/7/2014.</p> <p>Ditch inspection training was provided to 4 employees (Stormwater Coordinator and public works) on 5/7/2014.</p> <p>Training on online data collection for outfall inspections was also provided to the Stormwater Coordinator and Public Works</p>	<p>SPCC and SWPPP training was provided to public works employees on 1/15/2015 and 2/4/2015 by Jessa Kellogg and David Rich.</p> <p>Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Stormwater Coordinator.</p>	<p>General MS4 awareness (program overview, illicit discharges, and good housekeeping), SWPPP, and SPCC Training was provided to 11 transfer station and DPW employees on 5/17/2016 by the Stormwater Coordinator.</p> <p>The Stormwater Coordinator also attended the following MS4-related events and training sessions:</p> <p>4. Basic and Advanced Erosion & Sedimentation</p>	<p>General MS4 awareness (program overview, illicit discharges, and good housekeeping), SWPPP, and SPCC Training was provided to 11 transfer station and DPW employees on 5/2/2017 by the Stormwater Coordinator.</p> <p>One additional employee was trained on-on one on 5/5/2017.</p> <p>Additional training related to stormwater also included:</p> <p>The Stormwater Coordinator attended the following:</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	Operations Manager on 4/30/2014		<p>Control Measures workshop by DEP on 10/21/15</p> <p>5. Watershed Roundtable workshop by DEP on 11/4/15</p> <p>6. Maine Stormwater Conference hosted by ISWG and CCSWCD on 11/16/15 and 11/17/15</p> <p>7. NEWEA Annual Conference in Boston on 1/25/16</p> <p>8. EJ Prescott stormwater workshop in Massachusetts on 3/3/16</p> <p>9. Clean Water Council workshop meeting in Portland on 5/26/16</p> <p>10. Better Safe than Sorry workshop</p>	<p>7/6/16 – Erosion Control training at York Public Library</p> <p>8/29/16 – Portland LID Conference</p> <p>9/8/16 – EPA SepticSmart webinar (1hr)</p> <p>9/15/16 and 9/16/16 – MEWEA Fall Conference at Sugarloaf Resort in Carrabassett Valley, ME</p> <p>9/22/16 – Green SnowPro winter maintenance seminar at Portland Water District (DPW Commissioner also attended)</p> <p>11/9/16 – Maine Watershed Managers Roundtable in Augusta</p> <p>11/15/16 – Water as a Resource: Financing Opportunities and Challenges for Municipal Stormwater Management workshop at UNH</p> <p>1/18/17 – When Basic BMPs are not Enough webinar (1.5hrs)</p> <p>1/23/17 – NEWEA Annual Conference</p> <p>4/14/17 – MEWEA Spring Conference in Lewiston</p> <p>6/1/17 – APWA Highway Congress</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			at Wells Reserve on 6/21/16		
York	<p>An MS4 overview training was provided to 18 public works employees on 6/23/2014. Catch basin cleaning inspection training was also provided to 2 public works employees who use electronic data collection. The Stormwater Manager attended the training sessions.</p> <p>The Stormwater coordinator attended the following trainings: 7/2013 Maine Beaches Conference and Somersworth LID tour 8/2013: MRWA-Septic Systems: From Design to Final Inspection and Approval, Richmond, Maine 9/2013 PAPSS/MAWs 2013 Soils and Natural Resource Workshop (Mt. Blue Maine)</p>	<p>An MS4 overview training was provided to 15 public works and Community Development Department employees on 4/16/2015. Ditch inspection training was also provided to five (5) of the 15 employees on April 16 and 20, 2015.</p> <p>The Stormwater Manager trained the Recycling Center employees in the Oil SPCC plan on 5/28/2015.</p> <p>Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Stormwater Manager.</p>	<p>An MS4 overview, Beach Garage SWPPP and Recycling Center SPCC Plan was provided to 16 public works employees on 6/22/2016. The Recycling Center attendant was trained on 6/8/2016.</p> <p>The Stormwater Manager attended the following MS4-related events and training sessions:</p> <ol style="list-style-type: none"> 1. The November 2015 Stormwater Conference hosted by ISWG 2. August 2015 StormCon hosted by Forester Inc. in Austin Texas (co-authored paper with IEE "Sifting through the Sands of water quality criteria". 	<p>An MS4 overview, Beach Garage SWPPP and Recycling Center SPCC Plan was provided to 15 public works employees and the Stormwater Manager on 6/8/2017.</p> <p>The following additional stormwater training was also completed:</p> <p>The Stormwater Manager attended the Stormwater Finance Forum on 11/15/2016 and 11/16/2016.</p> <p>Five Code Officers and the Code Administrative Assistant were trained on MS4 requirements for construction inspections for sediment and erosion control on 6/7/2016.</p> <p>The interns and their four supervisors were trained on ditch inspections on 4/17/2017.</p>	

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	<p>10/2013 UNH Gravel Wetland and Bioretention Workshop and DEP Erosion and Sediment Control Practices (Poland, ME)</p> <p>11/30/2013 Stormwater Conference (the Town Planner and Community Development Director also attended)</p> <p>3/2014 Water Words that Work (2 days)</p> <p>3/2014 Erosion Control and Design Workshop (DEP)</p> <p>4/2014 Stormwater & Erosion Control Inspections and BMPs (Community Development Director and "Kathy" also attended)</p> <p>6/2014 Coastal Training Program Solstice at the Summit (Wells Reserve)</p> <p>The public works department was trained on the stormwater program in general, and on IDDE and PPGH issues on 6/23/2014.</p>	<p>The Stormwater manager attended the following trainings:</p> <p>9/2014 URISA (Urban & Regional Information Systems Association) Conference-Presented on "Data Collection Using an iPad"</p> <p>10/2014 Green Infrastructure Workshop (Wells, ME) and NEARC Conference (Mystic, CT)</p> <p>3/2015 Stormwater Utility Workshop (Town Planner also attended (Chelmsford, MA)</p> <p>4/2015 Erosion Control Field Day (Richmond, ME)</p> <p>NEIWPCC Nonpoint Source Pollution Conference (Freeport, ME)</p> <p>5/2015 Workshop Reviewing New DEP Shoreland Rules (Raymond, ME)</p>	<p>3. 7/17/2015 Maine Healthy Beaches Conference</p> <p>4. 9/9/2015 Natural Resource Workshop</p> <p>5. 10/14-15/2015 Wastewater 101 Course</p> <p>6. 10/21/2015 Subsurface Wastewater Training</p> <p>7. 1/25/2016 NEWEA Conference/ Stormwater Committee Meeting.</p>		

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	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Changes to Meas. Goal	None	None	None	None	

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.

Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	Street sweeping was conducted on April 23 and April 24, 2014 in the urbanized area of Town, as soon as possible after snow melt.	Street sweeping was conducted on April 15-16, 2015 in the urbanized area of Town.	Street sweeping of the roads and municipal parking lots was conducted on 4/27/2016 in the urbanized area of Town, as soon as possible after snow melt. Additional sweeping of the	Street sweeping of the roads and municipal parking lots was conducted on 5/4/2017 in the urbanized area of Town, as soon as possible after snow melt.	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			<p>downtown area was conducted on 5/19/2016.</p> <p>Approximately 3 cy of material was removed from the streets.</p> <p>Although normally this material is re-used as road fill, this year the Sewer district disposed of the material with their drying bed materials.</p>	<p>Approximately 2 cy of material was removed from the streets.</p> <p>Although normally this material is re-used as road fill, this year the Sewer district disposed of the material with their drying bed materials.</p>	
South Berwick	<p>Street sweeping occurred from April 19, through April 24, 2014; in the urbanized area of Town; as soon as possible after snow melt. Additional sweeping was conducted on May 25, 2014 in select areas.</p>	<p>Street sweeping was conducted on April 8, April 11, April 16, May 23, and June 26, 2015 in the urbanized area of Town.</p>	<p>Street sweeping of the roads and municipal parking lots was conducted on March 14, 16, 17, and 18, 2016 in the urbanized area of Town. Additional limited sweeping was conducted on September 4, 2015; November 24, 2015 and May 29, 2016.</p> <p>Approximately 8 cy of material was collected during sweeping. The material is placed within an area surrounded by erosion control mix for</p>	<p>Street sweeping of the roads and municipal parking lots was conducted on August 11 and 17, October 6, November 26 of 2016 and April 10, 11, 14, 18 and May 28 of 2017.</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>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			drying. Once dry it is beneficially re-used as road fill.		
Eliot	Street sweeping was conducted May 21 through May 23, 2014 in the urbanized area of Town.	Street sweeping was conducted May 18-22 in the urbanized area of Town.	<p>Street sweeping of the roads and municipal parking lots was conducted by Kittery DPW May 26 in the urbanized area of Town.</p> <p>Approximately 8 cy (1 load) of material was collected during sweeping. The sweepings are deposited at the Kittery Recycling Center/Transfer Station.</p>	<p>Street sweeping of the roads and municipal parking lots was conducted by Kittery DPW 5/26/2017 in the urbanized area of Town.</p> <p>Approximately 8 cy (1 load) of material was collected during sweeping. The sweepings are deposited at the Kittery Recycling Center/Transfer Station.</p>	
Kittery	Street Sweeping was conducted throughout the summer and fall of 2013 and began again in early May 2014, as soon as snow melt occurred. The Town maintains a sweeping log documenting the streets swept and number of loads removed (47 for Permit Year 1).	Street Sweeping was conducted throughout the summer and fall of 2014 and began again on May 4, 2014. The Town maintains a sweeping log documenting the streets swept and number of loads removed (42 for Permit Year 2).	<p>Street sweeping of the roads and municipal parking lots was conducted throughout the summer and fall of 2015 and began again on May 9, 2016 in the urbanized area of Town.</p> <p>According to the Town log, approximately 856 cy (107 loads) of material were collected during sweeping. The sweepings are deposited</p>	<p>Street sweeping of the roads and municipal parking lots was conducted throughout the summer and fall of 2016 and began again on 4/24/2017 in the urbanized area of Town.</p> <p>According to the Town log, approximately 504 cy (63 loads) of material were collected during sweeping. The sweepings are deposited</p>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			<p>at the Kittery Recycling Center/Transfer Station.</p> <p>In addition to street sweeping, the Town conducted leaf removal and storm clean up from August 2015 to December 2015 removing an additional 536 cy (67 loads).</p>	<p>at the Kittery Recycling Center/Transfer Station.</p> <p>In addition to street sweeping, the Town conducted leaf removal and storm clean up from October 2016 to December 2016 removing an additional 504 cy (63 loads).</p>	
York	<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 2013, and began again Memorial Day 2014. All streets in the Urbanized Area of Town are swept annually.</p> <p>Street sweeping to remove winter buildup began on 4/14/2014, as soon as possible after snow melt.</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 2014, and began again Memorial Day 2015. All streets in the Urbanized Area of Town are swept annually.</p> <p>Street sweeping to remove winter buildup began on 4/13/2015, as soon as possible after snow melt.</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 2015, and began again April 18, 2016.</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 200 cy of material were collected during sweeping. The sweepings are deposited at the Chases Pond Road</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 2016, and began again April 14, 2017.</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 85 cy of material were collected during sweeping. The sweepings are deposited at the Chases Pond Road</p>	

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Town	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
			Garage and are beneficially re-used as road material. 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.	Garage and are beneficially re-used as road material. 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.	
Changes to Meas. Goal	None	None	None	None	None

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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:

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The Town inspected 97 catch basins in the urbanized area in PY1, and cleaned 79.	Berwick contracts catch basin cleaning to a third party. The contractor could not complete the cleaning before July 1, 2015. The cleaning was conducted on August 28, 2015. All catch basins were inspected and only 5 were not cleaned. Most of the remaining had less than ½ the sump full. The 12 that were full of sediment will be inspected again in the spring and cleaned if necessary.	Berwick inspected all catch basins and cleaned 36 basins on 4/11/2016 and 38 basins on 4/12/2016. 13 catch basin had excess sediment. Of those, two had excess sediment two years in a row (one at Sullivan square by the parking lot and one at the town garage). Approximately 2 cubic yards of material was removed from catch basin cleaning and was	Berwick inspected all catch basins and cleaned 32 basins on 5/2/2017 13 catch basin had excess sediment. Of those, the same two that had excess sediment in PYs 2 and 3 also had excess sediment this year (one at Sullivan square by the parking lot and one at the town garage). Two additional basins on Pine Hill Road had excess sediment (one	

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			disposed of by the Sewer District with their drying pad solids.	near #43 and one near Silvertail Rd) Approximately 4 cubic yards of material was removed from catch basin cleaning and was disposed of by the Sewer District with their drying pad solids.	
South Berwick	The Town inspected and cleaned all 68 catch basins in the urbanized area in PY1.	The Town inspected all catch basins in the urbanized area in PY2 and cleaned 47 of them due to the presence of sediment on June 12 and June 15, 2015.	The Town inspected all catch basins in the urbanized area in PY3 and cleaned 117 of them due to the presence of excess sediment in May 2016. Approximately 12 cy of material was removed during cleaning. The material was beneficially re-used as road fill.	25 additional catch basins were cleaned on 7/8/2016 based on the spring 2016 cleaning. The Town inspected 182 catch basins in the urbanized area between 4/11 and 4/19 2017 and cleaned the 41 basins that had excess sediment on 5/3/2017 and 5/4/2017. Approximately 15 cy of material was removed during cleaning. The material was beneficially re-used as road fill.	
Eliot	The Town inspected and cleaned all catch basins in the urbanized area in PY1.	The Town inspected and cleaned all catch basins in the urbanized area in October 2014.	The Town attempted to inspect all catch basins in the urbanized area in PY3 and was able to	The Town attempted to inspect all catch basins in the urbanized area in PY4 and was able to	

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			<p>inspect and clean 102 of them from 10/14 to 10/19/2015.</p> <p>2 basins had excess sediment (CBs 5, 21 and 303). All basins will be inspected and cleaned if necessary again in PY 4. The Town is investigating the access issues for the 8 cbs that could not be inspected.</p> <p>Approximately 48 cy of material was removed and disposed of at the Kittery Recycling Center/Transfer Station.</p>	<p>inspect 143 structures and clean 107 of them from 9/26/2016-10/3/2016.</p> <p>15 basins had excess sediment. All basins will be inspected and cleaned if necessary again in PY 5.</p> <p>Approximately 140 cy of material was removed and disposed of at the Kittery Recycling Center/Transfer Station</p>	
Kittery	<p>The Town inspected and cleaned 413 catch basins in the urbanized area in PY1. Only three were identified as having excess sediment (more than 50% of sump filled). These two were jetted and cleaned. The town was not able to inspect 50% of the basins this year because of a vacancy in management in Public Works which is being filled.</p>	<p>The Town inspected and cleaned 629 town catch basins (90%) in the urbanized area in PY2.</p> <p>81 of the basins had sumps that were ~50% full of sediment, and will be placed on priority to ensure they are inspected again next year.</p>	<p>The Town inspected and cleaned 864 town catch basins (98%) in the urbanized area in PY3.</p> <p>81 of the basins had sumps that were ~50% full of sediment, and will be placed on priority to ensure they are inspected again next year.</p> <p>The cleaning resulted in removal of 984 cubic</p>	<p>The Town inspected and cleaned all 892 MS4 catch basins and drain manholes (100%) in PY4 and 43 additional basins outside the MS4 area.</p> <p>55 of the basins had sumps that were ~50% full of sediment, and will be placed on priority to ensure they are inspected again next year.</p>	

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			yards of material (123 loads). The material was deposited at the Kittery Recycling Center/Transfer Station. Sampling of the material in PY 3 showed less than 500 mg/l TPH so this material may be beneficially reused as road fill if needed.	The cleaning resulted in removal of 1,256 cubic yards of material (157 loads). The material was deposited at the Kittery Recycling Center/Transfer Station. Sampling of the material in PY 4 showed less than 500 mg/l TPH so this material may be beneficially reused as road fill if needed.	
York	The Town of York inspected and/or cleaned all 727 catch basins in the urbanized area in PY1. Only 6 were observed to have excess sediment (i.e., the sump was more than 50% full of sediment). These are scheduled to be reinspected.	The Town inspected and cleaned 456 catch basins in the urbanized area in October 2014.	<p>The Town inspected all 710 catch basins in the MS4 area during Permit Year 3. Of those, 132 were cleaned because they contained a measurable amount of sediment. None of these catch basins had "excess sediment" (sump more than 50% full).</p> <p>The cleaning resulted in removal of 80 cubic yards of material. The material did not exhibit any signs of petroleum products and will be sampled in PY 4 for TPH to confirm this material</p>	The cleaning resulted in removal of 80 cubic yards of material. The material was sampled on 10/27/2016 for TPH analysis and none was detected, which confirms this material may be beneficially reused as road fill if needed.	

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			may be beneficially reused as road fill if needed.		
Changes to Meas. Goal	None	None	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

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

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	Nominal maintenance was conducted on the storm drain system.	Two catch basins in the urbanized area were repaired. The remainder of the maintenance conducted was outside the urbanized area.	The Town developed a capital program for several major repairs and has prioritized the repairs. A design was completed for repairs to Outfalls 5 and 6 on Moulton Street. Insufficient funds were	No significant maintenance was completed on the storm drain system this permit year	

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			budgeted to complete construction of the repairs. The repairs may be conducted if the voters approve additional funding in the November 2016. election. No additional repairs were made to the storm drain system.	beside general cleaning and ditching. The Town voted to move forward on the construction. An RFP will be issued for construction in PY 5.	
South Berwick	All maintenance identified during catch basin cleaning was conducted during Permit Year 1. Maintenance identified during outfall and ditch inspections has been scheduled for Permit Year 2.	Ditch and drainage maintenance was primarily on Agamenticus Road from Powderhouse Hill Driveway to the east (0.3 miles). Ditches were reshaped, culverts were changed out, one catch basin was added, and a portion of the road was redirected to allow runoff to sheet flow overland instead of being discharged directly into a stream.	Ditch and drainage maintenance was completed on the remainder of Agamenticus Road.	The following maintenance was conducted in PY 4: <ul style="list-style-type: none"> • Cleaned/pumped the oil/water separator at the Town Garage July 2016. • Changed deteriorated culverts on Flynn's Lane and Waterside Lane. • Ditched Liberty Street and changed or lined culverts • Ditched Old Mill Road. • Ditched Old South Road and lined ditches with erosion stone and 	

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				<p>replaced culverts where needed.</p> <ul style="list-style-type: none"> • Ditched Pine Street and lined ditches with erosion stone. Replaced or added culverts and catch basins where needed. • Inspected Springtree Lane and Dogwood Drive catch basins and repaired where needed. 	
Eliot	<p>The following maintenance was conducted on the storm drain infrastructure during Permit Year 1:</p> <ol style="list-style-type: none"> a. Leech Road. New cross culvert and catch basin with repair and installation of Outfalls 2 and 3. b. Houde Road. New driveway culvert and 100 linear feet of ditching with repair and installation of Rip Rap at Outfall 48. 	<p>The following maintenance was conducted on the storm drain infrastructure during Permit Year 2:</p> <ol style="list-style-type: none"> a. Park Street stormwater infrastructure was improved; six catch basins, two field inlets, and approximately 480 linear feet of pipe were installed. b. Invasive vegetation was removed from Mast Cove Road, and the stormwater drainage channel was 	<p>The following maintenance was conducted on the storm drain system during Permit Year 3:</p> <ol style="list-style-type: none"> a. Phase I of the Pleasant street project was constructed which included a first flush storage system was installed to allow infiltration. b. Ditching throughout town was conducted as part of road paving projects along Worcester, Cedar, Bradstreet Lane, Frost Hill road, Old Road and Old Field Road were inspected (approximately 6.8 miles). 	<p>The following maintenance was conducted on the storm drain system during Permit Year 4:</p> <ol style="list-style-type: none"> a. Phase II of the Pleasant street project was constructed which included two additional first flush storage systems. b. The design for the Wood and Leach Road system was completed. 	

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	<ul style="list-style-type: none"> c. Removal of vegetation in attempt to locate Outfall 69 on Dixon Road. d. Inspection and camera of drain line system on Laurel and Heather lane seeking illicit discharge source. e. Installation of new catch basin structures within Riverview Estates. <ul style="list-style-type: none"> – (4) basins and associated drain line on Heather Lane/Drive – (2) basins and associated drain line on Bayberry Drive/Lane – (2) basins and associated drain line on North Crescent Lane/Drive f. Ditching <ul style="list-style-type: none"> o Frost hill Road 10,560 linear feet of ditching. Large 6-foot culvert replaced and other associated driveway 	<p>cleaned and revegetated.</p> <ul style="list-style-type: none"> c. A design to improve the stormwater infrastructure and incorporate green infrastructure on Pleasant Street was completed this year. The project will be constructed in two phases, 2015/2016, and 2016/2017. d. Ditching in the UA was conducted on Depot Road east of Rt 236 (6,920 feet plus 1 6-foot culvert and 2 driveway culverts were replaced), Depot Road west of Rt 236 2,750 feet of ditching, and Worster Road 4,654 feet and 2 cross culverts were replaced). 	<ul style="list-style-type: none"> c. Riverview estates closed drainage system was televised and dye tested as part of ongoing illicit discharge investigations. The televising helped inform significant maintenance activities which are being evaluated. 	<ul style="list-style-type: none"> c. new basins were installed on Pleasant Road (outside the Phase II area), and Main Street and Lower Pleasant Street (from Maple Avenue to the intersection of Main Street and Pleasant Street). 	
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	<p>and cross culverts replaced</p> <ul style="list-style-type: none"> ○ Bolt Hill Road 3320 linear feet of ditching. ○ Maple Avenue 1270 linear feet of ditching. Installation of one (1) drywell for drainage. a. Grover Avenue 1620 linear feet of ditching. Replacement of one (1) cross culvert. b. Brixham Road 15,840 linear feet of ditching. Replacement of a 6-foot diameter culvert and other associated cross culverts and driveway culverts. 				
Kittery	Based on catch basin, ditch and outfall inspections, the Town repaired or replaced 9 catch basins, 4 culverts, and completed ~300 feet of ditching.	Based on catch basin, ditch, outfall, and opportunistic inspections, the Town repaired or replaced 21 catch basins, 2 culverts and conducted ditching on Bartlett, High Pasture Road, Chauncey Creek Road and Brave Boat Harbor Road (>180 feet).	Based on catch basin, ditch, outfall, and opportunistic inspections, the Town repaired or replaced 9 catch basins, 2 culverts and conducted ditching on Haley Road, Philbrick Road, Hartley Farm Lane, US Route 1, Love Lane, Pocahontas road, and Park Ave.	Based on catch basin, ditch, outfall, and opportunistic inspections, the Town repaired or replaced 4 catch basins, over 320 feet of drain line, completed 70 feet of ditching.	

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				<p>Additionally, through CWA 319 funding (not eligible for credit for CWA permits), the Town installed filter traps for bacteria at three catch basins (two near Emery Field and one at DPW garage).</p> <p>Improvements to the Traffic Circle and DOT bypass began in the summer of 2017.</p>	
York	No work required to be completed this permit cycle.	Improvements to the stormwater infrastructure were made on Church Street and Shore Road during Permit Year 2 (new catch basins and subsurface piping). Additional minor repairs to catch basins, culverts and ditches were completed as prioritized with other Public Works activities.	<p>Improvements to the stormwater infrastructure were made on Shore Road including purchase of filter inserts to remove petroleum hydrocarbons and sediment prior to discharge to any water.</p> <p>Sewer, road, sidewalk and drainage improvements were made on Main Street.</p> <p>Improvements were also made to stormwater infrastructure on Long Beach Avenue including installation of Tideflex valves to prevent flooding.</p>	<p>Improvements to the storm drain system during permit year 4 include Stormwater infrastructure at Broadway Airport Drive.</p> <p>Additional maintenance included minor catch basin repairs such as re-bricking and rim repairs, and culvert replacements.</p>	

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			Water, road and drainage improvements were made on Rt 91. Water, road, sewer and drainage improvements were also made on Bay Haven Road. Additional maintenance included minor catch basin repairs such as re-bricking and rim repairs, and culvert replacements.		
Changes to Meas. Goal	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

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Eliot – Public Works Director

Kittery – Public Works Commissioner

York – Public Works Director

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

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	The Town updated its SWPPP for the Public Works Garage in July 2013. No SWPPP is necessary for the transfer station because this facility is outside the urbanized area.	The Town implemented the SWPPP requirements in Permit Year 2.	The Town reviewed its Public Works Garage SWPPP in June 2016 and no changes were deemed necessary. The Town continues to implement the SWPPP.	The Town reviewed its Public Works Garage SWPPP in June 2017 and no changes were deemed necessary. The Town continues to implement the SWPPP.	
South Berwick	The Town updated its SWPPPs for the transfer station, public works garage and maintenance facility even though the transfer station and maintenance facility are outside the urbanized area.	<p>The Town implemented the SWPPP requirements in Permit Year 2.</p> <p>The Route 4 maintenance garage is now used only for fueling. The SWPPP has been retired, but the Oil SPCC Plan is still being implemented.</p>	The Town updated their Public Works Garage and Transfer Station SWPPPs in March 2016 to reflect DEP Audit comments including: Team members, vehicle washing practices, corrective actions, drainage areas for each outfall and potential pollutants within each drainage area. The updated SWPPPs were provided to the DEP in March 2016.	<p>No updates to the SWPPPS or SPCC Plan were needed.</p> <p>The Town continues to implement these plans.</p>	

MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

			The Public Works Garage Oil SPCC Plan was also updated in June 2016 to reflect the addition of two ASTs.		
Eliot	The Town updated its SWPPP for the Transfer Station and Public Works Garage in July 2013.	The Town continues to implement the SWPPP requirements.	The Town updated its SWPPP in June 2016 to reflect new traffic patterns and relocations of a few items.	The SWPPP was updated to include a new vehicle wash pad and holding tank. The Town continues to implement the SWPPP.	
Kittery	The Town updated its SWPPPs for the Recycling Center and Public Works Garage in October 2013.	The Town continues to implement the SWPPP requirements.	The Town updated its Recycling Center and Public Works Garage SWPPPs to identify drainage areas for each outfall and to reflect what potential pollutants are present within each drainage area.	No updates to the SWPPP were needed. The Town continues to implement these plans.	
York	No work required to be completed this permit cycle.	The Town completed the SWPPP for the Beach Garage, and began implementing its requirements in May 2015.	The Town continues to implement the SWPPP for the Beach Garage.	No updates to the SWPPP were needed. The Town continues to implement this plan.	
Changes to Meas. Goal	None	None	None	None	None

ATTACHMENT B

TOWN CERTIFICATIONS

MS4 ANNUAL REPORT CERTIFICATION
FOR THE PERIOD JULY 1, 2016 – JUNE 30, 2017

The General Permit requires that this Plan 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: _____

Date: _____

Title: _____

Municipality: _____

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Signature: Perry A. Ellsworth

Printed Name: Perry A. Ellsworth

Date: 9-5-2017

Title: Town Manager

Municipality: South Berwick

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Signature: _____

Printed Name: _____

Date: _____

Title: _____

Municipality: _____

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Signature: Dana K. Lee

Printed Name: Dana K. Lee

Date: 9/11/17

Title: Town Mgr.

Municipality: Eliot

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Signature: 

Printed Name: Kendra Amaral

Date: 9/12/17

Title: Town Manager

Municipality: Kittery