Integrated Environmental ENGINEERING

Mr. David Ladd, Municipal/Industrial Stormwater Coordinator
Maine Department of Environmental Protection
17 State House Station
Augusta, ME 04333-0017

September 15, 2015

Sent via email to Marianne.senechal@maine.gov

Subject: **York County MS4 Annual Report Permit Year 2**
July 1, 2014 through June 30, 2015
General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4s)

Dear Ms. Senechal:

The Towns of York, Kittery, Eliot, South Berwick, and Berwick, Maine (hereafter referred to as the York County MS4s) are subject to the 2013-2018 General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4s).

On behalf of the York County MS4s, Integrated Environmental Engineering, Inc. (Integrated Environmental) is providing an Annual Report documenting the activities completed between July 1, 2014 and June 30, 2015, during Permit Year 2 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 Management Plan (SWMP, Revised August 2010) and/or changes to the Responsible Party are also listed for each required Best Management Practice (BMP).

Attachment B contains the required signatory certifications of 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 2 except for the minor changes noted in the attached annual report.

Monitoring Data: No wet weather monitoring data was obtained this permit cycle.

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:

ATTACHMENT A

PERMIT YEAR 2 ANNUAL REPORT

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
John Stoll, Town Planner: planning@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 2 Annual Report
Attachment B	Town Certifications for the Permit Year 2 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

Permit Year 2
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 2015

Integrated Environmental ENGINEERING

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Cape Elizabeth, Maine 04107
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MCM 1 PUBLIC EDUCATION AND OUTREACH

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.

<table>
<tr><th></th><th>Permit Year 1</th><th>Permit Year 2</th><th>Permit Year 3</th><th>Permit Year 4</th><th>Permit Year 5</th></tr>
<tr><td>Berwick</td><td rowspan="5">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.</td><td rowspan="5">No work required this Permit Year</td><td></td><td></td><td></td></tr>
<tr><td>South Berwick</td><td></td><td></td><td></td></tr>
<tr><td>Eliot</td><td></td><td></td><td></td></tr>
<tr><td>Kittery</td><td></td><td></td><td></td></tr>
<tr><td>York</td><td></td><td></td><td></td></tr>
<tr><td>Changes to Meas. Goal</td><td>None</td><td>None</td><td>None</td><td>None</td><td>None</td></tr>
</table>

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 Measureable 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.

MCM 1 PUBLIC EDUCATION AND OUTREACH

The Statewide Awareness Plan requires that the Towns implement a media campaign in Permit Years 1 and 2. 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	*Television advertising* 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, HLN, HGTV, DIY, and National Geographic. Additional commercials (73) were also aired over DIY, the Weather Channel and National Geographic during these general time frames. 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) 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. *Online advertising*	*Television advertising* 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 (Boston Interactive) and National Geographic. 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) 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. *Online advertising* 82,000 thinkbluemaine banner impressions were run on the Xfinity.com website from September 5 through September 25, 2014.			
South Berwick					
Eliot					
Kittery					

MCM 1 PUBLIC EDUCATION AND OUTREACH

The Statewide Awareness Plan requires that the Towns implement a media campaign in Permit Years 1 and 2. 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**
	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. 241 people click on the link to the thinkbluemaine website (0.10%)	101 people clicked on the link to the thinkbluemaine website (0.12%) In September 2014, there were 343 hits on the thinkbluemaine website. This constitutes an increase/decrease of 57% over the hits in September, 2013.			
York	*Television advertising* 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 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). The following television campaign data were provided by Time Warner Cable: Ducky 1 – 824 runs Devil Duck – 1240 runs Total – 2064 runs Estimated reach: 35.9% Estimated Frequency: 3.8	*Television advertising* CCSWCD coordinated a television and online media campaign through Time Warner Cable on behalf of ISWG and the Town of York. The original ducky 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). The following television campaign data were provided by Time Warner Cable: Total – 762 runs (York had 243) Estimated reach: 23.65% (York was 21.90%) Estimated Frequency: 2.4 (York was 2.1)			

MCM 1 PUBLIC EDUCATION AND OUTREACH

The Statewide Awareness Plan requires that the Towns implement a media campaign in Permit Years 1 and 2. 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**
	Online advertising 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 national news websites, outdoor-themed sites). The online ad campaign ran continuously from March through June 2014. 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). 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 November 2013 and February 2014 equaled 794.	*Online advertising* 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 national news websites, outdoor-themed sites). The online ad campaign ran continuously from August through October 2014. 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%). 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 were 1,127 visits to www.ThinkBlueMaine.org. Between August and October 2013, there were 672 visits.			

MCM 1 PUBLIC EDUCATION AND OUTREACH

The Statewide Awareness Plan requires that the Towns implement a media campaign in Permit Years 1 and 2. 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**
Changes to Meas. Goal	None	None	None	None	None

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

- Maintaining a link to www.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 chance store, Noble middle school front hallway, recreation fields, and public library bulletin board.	Same as Permit Year 1			
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	Same as Permit Year 1			

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	station Community Center, Library, Aroma Joe's Coffee, Nature's Way Grocery Store, and the US Post office.				
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.			
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			
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			
Changes to Meas. Goal	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/ Shore land 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			
South Berwick					
Eliot					
Kittery					
York					
Changes to Meas. Goal	None	None	None	None	None

MCM 1 PUBLIC EDUCATION AND OUTREACH

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

Responsible Parties:

Berwick – Town Planner
South Berwick – Public Works Director
Eliot – Town Planner
Kittery – Stormwater Coordinator
York – Stormwater Manager / Shoreland Resource Officer
Assisted by third party contractor (Plan development, implementation and reporting)

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

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Eliot	The Town Consultant provided a presentation to the Board of Selectmen on 12/12/2013 describing the MS4 General 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.	The Eliot Municipal Awareness survey was provided to the Planning Board, Conservation 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. 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 Committee in Permit Year 3.			
Kittery	The Town's consultant provided a presentation to the Town Council on 11/25/2013 describing the MS4 General Permit requirements and implementation status. Facts sheets were provided to the Town Council (5/8/2014) Planning Board (5/22/2014), 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	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 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			

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	members because the budget committee met before the awareness plan was approved. 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: 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. 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.	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.			
York	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). A request to fill out the on-line survey was provided to the Board of Selectmen (4/22/2014),	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			

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	the Shellfish Commission (4/16/2014) and the Planning Board (4/30/2014). 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. Additional requests for surveys will be completed during Permit Year 2 as required by the Plan before making any changes to the survey or plan.	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.			
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	None

MCM 1 PUBLIC EDUCATION AND OUTREACH

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.

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 Measureable 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.	The Quamphegan was not published in Permit Year 2. A link to www.yardscaping.org is provided on the Public Works Stormwater webpage.			

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	A link to www.yardscaping.org is provided on the Public Works Stormwater webpage.				
Eliot	Several links and fact sheets associated with www.yardscaping.org are provided on the Environmental Tips and Informational Links site, accessible from the Planning Department website.	Same as PY1			
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			
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	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.

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					

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
South 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. 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.	No work required this Permit Year.			
Eliot					
Kittery					
York					
Changes to Meas. Goal	None	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)

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.	The Towns began using a new master gardener to provide the presentations, and as such, met with	The Towns further refined the presentation to streamline the			

MCM 1 PUBLIC EDUCATION AND OUTREACH

Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	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 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.	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).			
YardScaping/ Lawns to Lobsters	Two YardScaping workshops were held in the evenings at Traip Academy (4 people in attendance on	Five YardScaping workshops were offered. Eight (8) people were in			

MCM 1 PUBLIC EDUCATION AND OUTREACH

Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Workshops – Attendance/ Process Indicators	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 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.	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 were cancelled due to lack of attendance. One Lawns to Lobsters workshop was held. 43 households were represented at the June 4, 2015 York Atlantic Design Center event.			
YardScaping/ Lawns to Lobsters Booths	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	York set up booths at Marketfest on 10/17/2014, and Eldridge Lumber on 3/14/15, to promote Lawns to Lobsters.			

MCM 1 PUBLIC EDUCATION AND OUTREACH

Plan Element	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	Brochures were handed to all who filled out a raffle ticket. York also set up a table at the York High School during the election on 11/5/2013 with Lawns to Lobsters information. The drawing for the lawn mower was held at this event.	A booth was set up at the Kittery block party on June 20, 2015, and was well attended.			
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.			

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
York – Stormwater Manager / Shoreland Resource Officer

MCM 1 PUBLIC EDUCATION AND OUTREACH

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.			
South Berwick					
Eliot					
Kittery					
York					
Changes to Meas. Goal	None	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 this Permit Year.	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 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.			
South Berwick					
Eliot					
Kittery					
York					

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		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. 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 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, the House and Senate accepted the majority committee’s recommendation to not pass the bill. 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.			

MCM 1 PUBLIC EDUCATION AND OUTREACH

	Permit Year 1	**Permit Year 2**	**Permit Year 3**	**Permit Year 4**	**Permit Year 5**
Changes to Meas. Goal	None	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			
South Berwick	Public Notices of the NOI filing and SWPMP were posted on the Town website.				
Eliot	Public Notices of the NOI filing and SWPMP were posted on the Town website.				
Kittery	Public Notices of the NOI filing and SWPMP were posted on the Town website.				
York	Public Notices of the NOI filing and SWPMP were posted on the Town website.				
Changes to Meas. Goal	None	None	None	None	None

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. :

MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	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.			
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.			
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.				
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.				
York	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				

MCM 2 PUBLIC INVOLVEMENT AND PARTICIPATION

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	Planning Board second Public Hearing 6/26/20014 Selectmen first Public Hearing 7/28/2014 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.				
Changes to Meas. Goal	None	None	None	None	None

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 meetings. The Collaborative is building YardScaping concepts into their draft Source Water Protection Plan.	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.			
South Berwick	The Town sponsored a joint Household Hazardous Waste Collection Day on October 12, 2013. The	The Town sponsored a joint Household Hazardous Waste Collection Day on October 11, 2014 at the South Berwick			

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	announcement continues to reference stormwater protection. 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.	Regional Maintenance Facility. The announcement continues to reference stormwater protection.			
Eliot	The Town sponsored a joint Household Hazardous Waste Collection Day on November 2, 2013. 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.	The Town sponsored a joint Household Hazardous Waste Collection Day on November 9, 2014.			
Kittery	The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center. 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.	The Town accepts Household Hazardous Waste year-round at its Transfer Station and Recycling Center. 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.			
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,			

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
		and handed out 75 Lawns to Lobsters brochures, and 10 tote bags.			

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 – Community Development Director 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:

	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 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.			

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
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.			
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.	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. Infrastructure at Mast Cove Road was discovered and been added to the IDDE program inspections.			
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 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.	The Town continues to update their infrastructure electronically using Arc GIS Online, recoding infrastructure to indicate when it is Town-owned and 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.			

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
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 retention pond outlets, and 3 roof drain pipes.	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 outfalls are outside the urbanized area. 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.			

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

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

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

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

Responsible Parties:
Berwick – Code Enforcement Officer

South Berwick – Code Enforcement Officer
Eliot – Code Enforcement Officer
Kittery – Sanitation Officer/Code Enforcement Officer
York – Stormwater Manager / Shoreland Resource Officer

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**
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 general election, scheduled for November 2014 (Permit Year 2) to become effective.	The Non-Stormwater Discharging Ordinance was approved by voters, and enacted on 11/4/2014.			
Changes to Meas. Goal	None	None	None	None	None

BMP 3.3: Implement Illicit Discharge Detection and Elimination Program

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

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.

	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 by the Community Development Director, Stormwater Manager and GIS Manager and finalized on 6/30/2014.	No work required this Permit Year.			
Changes to Meas. Goal	None	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.

MCM 3 Illicit Discharge Detection and Elimination

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

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

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

Responsible Parties:
Berwick – Town Planner
South Berwick – Public Works Director
Eliot – Public Works Director
Kittery – Stormwater Coordinator
York – Stormwater Manager / Shoreland Resource Officer

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

	Permit Year 1	**Permit Year 2**	**Permit Year 3**	**Permit Year 4**	**Permit Year 5**
Berwick	The Town of Berwick inspected all of their 16 outfalls during Permit Year 1 (10 outfalls during the Maine DEP Audit July 10, and 12 outfalls in June 2014 – seven 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	The Town of Berwick inspected only three outfalls during Permit Year 2, but inspected the remaining nine outfalls in August 2015, when they realized they had not completed the inspections. All catch basins are scheduled for inspection on August 17, 2015. No illicit discharge were identified in Permit Year 2 inspections.			

	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 (the dye testing showed the Fire Station Floor Drains are all connected to the sanitary sewer).	No illicit discharges required follow-up from Permit Years 1 or 2.			
South Berwick	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.	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.			
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 during Permit Year 1 consisted of the following: 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. Outfall 71 was observed to have a slight amount of foam and is scheduled for re-inspection.	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. 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.			
Kittery	The Town inspected all of their 117 MS4 outfalls plus 60 private, industrial, or commercial outfalls that are located in rights	The Town inspected all 105 of their MS4 outfalls plus several additional private, industrial, or commercial outfalls that are			

	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. The town also inspected 413 catch basins for evidence of illicit discharges. 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.	located in rights of way during Permit Year 2. The town also inspected all 893 catch basins for evidence of illicit discharges. 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 bacteroides and determined to have no human bacteroides present). 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. 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 other two are in a less trafficked area and are being investigated.			
York	No work was required to be completed this year.	The Town inspected 44 outfalls and 456 catch basins (67%) during Permit Year 2. None of the inspections revealed evidence of illicit discharges. 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.			
Changes to Meas. Goal	None	None	None	None	None

BMP 3.4: Develop and Implement Open Ditch Illicit Discharge Program

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

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.

	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.			

MCM 3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Changes to Meas. Goal	None	None	None	None	None

Measurable Goal 3.4.2 – During the past permit cycle, the towns of Berwick, South Berwick, Eliot and Kittery each developed a strategy for detecting illicit discharges in their open ditch systems within their MS4 controlled Urbanized Areas. The 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.

	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 6,300 lf or 27%). No evidence of illicit discharges or required maintenance was observed.			
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 2400 lf of ditch was inspected and no evidence of illicit discharges was observed.			

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).			
Kittery	Approximately 300 feet of ditch was inspected and cleaned during Permit Year 1. Though this amount is less 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 were identified during ditch inspections.	Approximately 40,100 feet of ditch (65%) was inspected during Permit Year 2. No evidence of illicit discharges were identified during ditch inspections.			
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 were identified. Litter was removed, and maintenance items were documented by the Public Works crews for follow-up and correction.			
Changes to Meas. Goal	None	None	None	None	None

BMP 3.5: Document and Evaluate Aging Septic Systems

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

Berwick – Entire Urbanized Area (the Salmon Falls River Watershed is the only watershed in the Urbanized Area)
South Berwick – Great Works River Watershed (encompasses the highest priority subwatershed)
Eliot – Entire Urbanized Area (Hampton River-Frontal Atlantic Ocean is the only watershed in the Urbanized Area)
Kittery – Portsmouth Harbor subwatershed (encompasses all of the Urbanized Area in the largest Watershed: Hampton River-Frontal Atlantic Ocean Watershed).
York – Frontal Drainages of Southern York County (the only Watershed in the Urbanized Area)

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

	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			
South Berwick	No work required to be completed this year.	No work required this Permit Year			
Eliot	No work required to be completed this year.	No work required this Permit Year			
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.			
York	No work required to be completed this year.	Although no work was required this Permit Year, the Town maintains a listing of septic 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.			
Changes to Meas. Goal	None	None	None	None	None

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 to be completed this year.	No work required this Permit Year			
South Berwick	No work required to be completed this year.	No work required this Permit Year			
Eliot	No work required to be completed this year.	No work required this Permit Year			
Kittery	No work required to be completed this year.	No work required this Permit Year			
York	No work required to be completed this year.	No work required this Permit Year			
Changes to Meas. Goal	None	None	None	None	None

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.

<table>
<tr><th></th><th>Permit Year 1</th><th>Permit Year 2</th><th>Permit Year 3</th><th>Permit Year 4</th><th>Permit Year 5</th></tr>
<tr><td>Berwick</td><td rowspan="5">The Towns met with York, South Berwick and Kittery Water District representatives on 2/6/2014 to review the MS4 requirements related to hydrant flushing. A separate meeting with the Berwick Water District was held in the Fall of 2013. The Towns provided the Water Districts with copies of their urbanized area maps, and highest priority watersheds. The Water Districts provided information about their current hydrant and water line flushing procedures, and the Towns prepared a spreadsheet documenting the hydrant flushing procedures in use.</td><td>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.</td><td></td><td></td><td></td></tr>
<tr><td>South Berwick</td><td rowspan="4">No work required this Permit Year.</td><td></td><td></td><td></td></tr>
<tr><td>Eliot</td><td></td><td></td><td></td></tr>
<tr><td>Kittery</td><td></td><td></td><td></td></tr>
<tr><td>York</td><td></td><td></td><td></td></tr>
<tr><td>Changes to Meas. Goal</td><td>None</td><td>None</td><td>None</td><td>None</td><td>None</td></tr>
</table>

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.

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.

	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 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.			
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.				
Changes to Meas. Goal	None	None	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.			
South Berwick	No work required to be completed this year.				
Eliot	No work required to be completed this year.				
Kittery	No work required to be completed this year.				
York	No work required to be completed this year.				
Changes to Meas. Goal	None	None	None	None	None

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.

	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.			
South Berwick	No work required to be completed this year.				
Eliot	No work required to be completed this year.				
Kittery	No work required to be completed this year.				
York	No work required to be completed this year.				
Changes to Meas. Goal	None	None	None	None	None

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

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

Responsible Parties:
South Berwick – Public Works Director
Eliot – Public Works Director
Kittery – Public Works Commissioner
York – Community Development Director and 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**

MCM 3 Illicit Discharge Detection and Elimination

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.			
Eliot					
Kittery					
York					
Changes to Meas. Goal	None	None	None	None	None

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 – Community Development Director

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			
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	Same as Permit Year 1			

	building permit application provides a notice of the Post Construction requirements, which in turn alerts applicants of the MCGP.				
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.			
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.			
Changes to Meas. Goal	None	None	None	None	None

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

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

MCM 4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Responsible Parties:
Berwick – Code Enforcement Officer
South Berwick – Code Enforcement Officer
Eliot – Town Planner
Kittery – Town Planner
York – Community Development Director

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.			
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.			
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.			
Kittery	No projects triggered this requirement this year.	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.			
Changes to Meas. Goal	None	None	None	None	None

BMP 4.3: Implementing a construction site inspection program.

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

Responsible Parties:
Berwick – Code Enforcement Officer
South Berwick – Code Enforcement Officer
Eliot – Code Enforcement Officer
Kittery – Town Planner (to document third party inspections), Code Enforcement Officer (to document all other inspections)
York – Community Development Director

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.			
South Berwick	No sites were under construction that required inspections.	No sites were under construction that required inspections.			
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.			
Kittery	No sites were under construction that required inspections.	No sites were under construction that required inspections.			

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.			
Changes to Meas. Goal	None	None	None	None	None

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 prepare by Maine Municipal Association in 2005. Modifications were made to identify the Stormwater Manager as the administrator, and to enact the ordinance throughout the Town. The Town is also implementing changes to its Site Plan and Subdivision Regulations so they are consistent with the new ordinance. Public Hearings during Permit Year 1 are documented in Measurable Goal 2.1.2 *Public Notice for Implementation of the General Permit*. The ordinance must be approved by	The Post Construction Discharge Ordinance was approved by voters, and enacted on 11/4/2014.			

	voters during the next general election, scheduled for November 2014 (Permit Year 2) to become effective.				
Changes to Meas. Goal	None	None	None	None	None

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

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

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

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

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

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

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

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

MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
Berwick	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 Planning Board reviews during PY1 show that 1 sites will trigger this ordinance when construction is complete: a CMP substation on Powerhouse Road.	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 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.			
South Berwick	0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs. are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action	0 sites had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs. are functioning or not. 0 sites had functioning BMPs. No sites required routine maintenance or remedial action			
Eliot	1 site had BMPs discharging into the MS4. 1 site reported to the MS4 whether their BMPs. are functioning or not. 1 site had functioning BMPs except for minor erosion and destabilization at an outfall which was repaired within two weeks of inspection. No sites required remedial action	2 sites had BMPs discharging into the MS4. 2 sites reported to the MS4 whether their BMPs. are functioning or not. 2 sites had functioning BMPs. 0 sites required routine maintenance or remedial action			

Kittery	1 site had BMPs discharging into the MS4. 1 site reported to the MS4 whether their BMPs. are functioning or not. 1 site had functioning BMPs. No sites required routine maintenance or remedial action. 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.	1 site had BMPs discharging into the MS4. 0 sites reported to the MS4 whether their BMPs. are functioning or not. It is not known how many sites had functioning BMPs. It is not known how many sites required routine maintenance or remedial action 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 homeowners association. The Town contacted the engineering firm to see if they had done the inspection. The firm has done the inspection, but has not been paid by the homeowners association yet. The Town is contacting the homeowners 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.	The Post Construction Discharge Ordinance was approved by voters, and enacted on 11/4/2014. Since 11/4/2014, the town has had: 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			
Changes to Meas. Goal	None	None	None	None	None

BMP 5.3: Develop LID notification procedures for developers

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

	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.			
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 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.			

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 were possible. The Town has an LID Projects brochure on their website, highlighting the LID projects they have implemented. The Town also makes available an EPA brochure describing the water quality and community benefits of LID.			
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)			
Changes to Meas. Goal	None	None	None	None	None

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 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.			
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.			
Kittery	The inventory was reviewed in December 2013 and no additional municipal owned properties were identified.	The inventory was reviewed in October 2014. No updates were necessary.			
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			
Changes to Meas. Goal	None	None	None	None	None

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

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

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

	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 provide 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.			
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.			
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.			
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.			
York	No work required this Permit Year.	Final Stormwater O&M Procedures for 15 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.			
Changes to Meas. Goal	None	None	None	None	None

BMP 6.2: Training

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

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

Responsible Parties:
Berwick – Town Planner
South Berwick – Public Works Director
Eliot – Public Works Director
Kittery – Stormwater Coordinator
York – Stormwater Manager / Shoreland Resource Officer

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

	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.			

MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
South Berwick	SPCC and SWPPP training was provided to 6 employees (public works and Town Manager) on 4/23/2014. Ditch inspection training was provided to 5 employees (public works) on 5/7/2014.	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. Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Public Works Director.			
Eliot	SPCC and SWPPP training was provided to 5 public works employees on 4/23/2014. SPCC and SWPPP training was provide to 2 transfer station employees on 5/7/2014. Ditch inspection training was provided to 4 employees (public works) on 5/7/2014.	SWPPP training was provided to 6 public works employees on 5/13/2015. Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Town Planner.			
Kittery	SPCC and SWPPP training was provided to 7 employees (Stormwater Coordinator, public works and recycling center) on 5/7/2014. Ditch inspection training was provided to 4 employees (Stormwater Coordinator and public works) on 5/7/2014. Training on online data collection for outfall inspections was also provided to the Stormwater Coordinator and Public Works Operations Manager on 4/30/2014	SPCC and SWPPP training was provided to public works employees on 1/15/2015 and 2/4/2015 by Jessa Kellogg and David Rich. Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Stormwater Coordinator.			

MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
York	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. 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) 10/2013 UNH Gravel Wetland and Bioretention Workshop and DEP Erosion and Sediment Control Practices (Poland, ME) 11/30/2013 Stormwater Conference (the Town Planner and Community Development Director also attended) 3/2014 Water Words that Work (2 days) 3/2014 Erosion Control and Design Workshop (DEP) 4/2014 Stormwater & Erosion Control Inspections and BMPs (Community Development Director and "Kathy" also attended)	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. The Stormwater Manager trained the Recycling Center employees in the Oil SPCC plan on 5/28/2015. Construction Site Inspection Training was provided on 5/5/2015 to the Code Enforcement Officer and Stormwater Manager. The Stormwater coordinator attended the following trainings: 9/2014 URISA (Urban & Regional Information Systems Association) Conference-Presented on "Data Collection Using an iPad" 10/2014 Green Infrastructure Workshop (Wells, ME) and NEARC Conference (Mystic, CT) 3/2015 Stormwater Utility Workshop (Town Planner also attended (Chelmsford, MA) 4/2015 Erosion Control Field Day (Richmond, ME)			

	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
	6/2014 Coastal Training Program Solstice at the Summit (Wells Reserve) The public works department was trained on the stormwater program in general, and on IDDE and PPGH issues on 6/23/2014.	NEIWPCC Nonpoint Source Pollution Conference (Freeport, ME) 5/2015 Workshop Reviewing New DEP Shoreland Rules (Raymond, ME)			
Changes to Meas. Goal	None	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:

	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,	Street sweeping was conducted on April 15-16, 2015 in the urbanized area of Town.			

	as soon as possible after snow melt.				
South Berwick	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.	Street sweeping was conducted on April 8, April 11, April 16, May 23, and June 26, 2015 in the urbanized area of Town.			
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.			
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).			
York	Street sweeping was conducted on streets in the Short Sands Beach and Long Sands Beach area daily from	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. Street sweeping to remove winter buildup began on 4/14/2014, as soon as possible after snow melt.	Memorial Day to Labor Day in 2014, and began again Memorial Day 2015. All streets in the Urbanized Area of Town are swept annually. Street sweeping to remove winter buildup began on 4/13/2015, as soon as possible after snow melt.			
Changes to Meas. Goal	None	None	None	None	None

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.			
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.			
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.			
Kittery	The Town inspected and cleaned 413 catch basins in the urbanized area in PY1. Only three were identified as having	The Town inspected and cleaned 807 catch basins (90%) in the urbanized area in PY2.			

	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.	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.			
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.			
Changes to Meas. Goal	None	None	None	None	None

BMP 6.5: Maintenance and Upgrading of Storm water 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.

MCM 6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

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.			
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.			
Eliot	The following maintenance was conducted on the storm drain infrastructure during Permit Year 1: 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.	The following maintenance was conducted on the storm drain infrastructure during Permit Year 2: a. Park Street stormwater infrastructure was improved; six catch basins, two field inlets, and approximately 480 linear feet of pipe were installed.			

	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. – (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 – Frost hill Road 10,560 linear feet of diching. Large 6 foot culvert replaced and other associated driveway and cross culverts replaced – Bolt Hill Road 3320 linear feet of diching. – Maple Avenue 1270 linear feet of ditching. Installation of one (1) drywell for drainage. – Grover Avenue 1620 linear feet of ditching. Replacement of one (1) cross culvert. – Brixham Road 15,840 linear feet of ditching. Replacement of a 6 foot diameter culvert and other associated cross culverts and driveway culverts.	b. Invasive vegetation was removed from Mast Cove Road, and the stormwater drainage channel was cleaned and revegetated. 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).			
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).			
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.			
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
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.			
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.	The Town implemented the SWPPP requirements in Permit Year 2. 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.			
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.			

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.			
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.			
Changes to Meas. Goal	None	None	None	None	None

ATTACHMENT B

TOWN CERTIFICATIONS

MS4 ANNUAL REPORT CERTIFICATION

FOR THE PERIOD JULY 1, 2014 – JUNE 30, 2015

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: _____

Date: 9/9/15

Title: Town Manager

Municipality: Berwick

MS4 ANNUAL REPORT CERTIFICATION

FOR THE PERIOD JULY 1, 2014 – JUNE 30, 2015

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: Dan L. C

Date: 9/14/15

Title: Town Manager

Municipality: Town of Eliot

MS4 ANNUAL REPORT CERTIFICATION

FOR THE PERIOD JULY 1, 2014 – JUNE 30, 2015

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: Terry Hollowell

Date: 9-15-2015

Title: Town Manager

Municipality: South Berwick

MS4 ANNUAL REPORT CERTIFICATION

FOR THE PERIOD JULY 1, 2014 – JUNE 30, 2015

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: Nancy A. Colby

Date: 9/9/15

Title: TOWN MANAGER

Municipality: KITTERY