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August 14, 2006

United States Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, Massachusetts 02114

Subject: NPDES Phase II Small MS4 General Permit (MA041051)
Annual Report
Nahant, Massachusetts

To Whom It May Concern:

In accordance with the provisions of the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s), please find enclosed the 2005 Annual Report summarizing the status of Nahant's Stormwater Management Program. As required by the NPDES General Permit, a copy of this report has also been submitted to the Massachusetts Department of Environmental Protection, the co-permitting authority for the state of Massachusetts.

Please do not hesitate to contact me with any questions or comments regarding this submission.

Very truly yours,

FAY, SPOFFORD & THORNDIKE, LLC.

By

Dianne E. Velardocchia, PE
Senior Engineer

Enclosures: NPDES PII Small MS4 General Permit
Annual Report

Cc: Mark Cullinan (for municipal dist.)
Town Administrator
Nahant MA

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Municipality/Organization: Town of Nahant

EPA NPDES Permit Number: MA041051

MaDEP Transmittal Number: W-040989

**Annual Report Number
& Reporting Period:** No. 3: March 05-March 06

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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Mark Cullinan Title: Town Administrator

Telephone #: 781-581-9927 Email: tnahant@aol.com

Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature: 

Printed Name: Mark Cullinan

Title: Town Administrator

Date: Aug 17, 2006

Part II. Self-Assessment

The Town of Nahant has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provisions.

Part II.F – Annual Report provided after May 1, 2006

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1-1	Place Educational Information on the Town's Web Site	Nahant Town Administrator Nahant Webmaster	<p>Spring '03-Winter '07- '08</p> <ul style="list-style-type: none"> Post stormwater related information on the Nahant Public Services web site. Update web site regularly. 	<ul style="list-style-type: none"> In 2003 the "Water Management" page was developed for the Town's official website (www.nahant.org). This page introduced Nahant's NPDES General Permit for Stormwater Discharges and has links to the Town's SWMP and power point presentation used to introduce it at the public meeting, Water Conservation information and links to websites containing pertinent environmental information. Throughout 2005 the Town continuously updated information stormwater related information on the website. 	<ul style="list-style-type: none"> Update the "Water Management" web page regularly and continue to post new stormwater related information throughout 2006.
1-2	Conduct an Annual Household Hazardous Waste Collection Day & Collect Used Motor Oil and Batteries at the DPW	Nahant Department of Public Works Nahant Webmaster	<p>Spring '03/'04/05/'06/'07 (Revised Below)</p> <ul style="list-style-type: none"> Co-sponsor an annual Household Hazardous Waste Collection Day. Continue to develop the Household Hazardous Waste Collection Day flyer on an annual basis for availability at the Nahant Town Hall and other municipal buildings. Annually send a press release advertising the event to the Harbor Review and other local newspaper and track which newspapers published it. Advertise the annual event on the Nahant public cable access Channel 8 Bulletin Board. Maintain and update the Town's web page. Track the amounts and types of waste collected each year. Track the number of Nahant vehicles that participate in the event each year. <p>Spring '04 – Winter 07/08</p> <ul style="list-style-type: none"> The DPW will continue to collect used motor oil and old batteries throughout the permit term. This service will be continuously announced via the Town's public access station and an annual mailer. 	<ul style="list-style-type: none"> The Town advertised the Essex County HHW Collection Network events that are open to non-residents. These events were advertised via the Town's website and flyers posted throughout the Town Hall and other municipal buildings. Throughout 2005, the Town accepted old batteries and approximately 2000 gallons of used motor oil at its Public Works Facility. The used motor oil was used to heat the facility. 	<ul style="list-style-type: none"> The Town will advertise Essex County HHW Collection Network events that are open to non-residents. These events will be advertised via the Town's website and flyers posted throughout the Town Hall and other municipal buildings. The Town will continue to collect old batteries and used motor oil at its Public Works Facility.
Revised 1-2	Advertise Essex County Household Hazardous Waste Collection Day Events that are open to non-residents	Nahant Department of Public Works	<p>Spring '04/05/06/07</p> <ul style="list-style-type: none"> Due to poor turnout during previous years and the high cost of the event, the Town will not cosponsor a HHW collection day beyond permit year 1. As a substitution, the Town will advertise Essex County HHW Collection Network events that are open to non-residents. These events will be advertised via flyers posted throughout Town. 		
1-3	Intensify the Existing Pet Waste Management Campaign	Nahant Animal Control Department Town Clerk's Office Nahant Department of Public Works	<p>Spring '04 – Winter 07/08</p> <ul style="list-style-type: none"> Update fact sheets to include information regarding the effects of pet wastes on water quality and what pet owners can do to reduce water pollution. Distribute updated fact sheets with dog licenses, dog license renewals, and at the Town sponsored Spring rabies clinic. Track the number of fact sheets distributed annually. Track the number of violations issued per year. Post pet waste management information on the Town's web site. Establish "pet waste stations" at the designated "Dog Beach". Track the number and location of new signs posted that advertise the Town's pet waste removal by-law. 	<ul style="list-style-type: none"> Additional pet waste stations with signs advertising the Town's pet waste removal policies were placed at the following locations: Marginal Road (1) Doggie Beach (1) Tudor Beach (2) The Town maintained a total of 11 pet waste stations. Pet waste management information was posted on the Town's web site and advertised on cable Channel 8. Distributed updated fact sheets with dog licenses, dog license renewals, and at the Town sponsored Spring rabies clinic. There were zero (0) violations issued during Permit Year 3. 	<ul style="list-style-type: none"> Continue to distribute the updated fact sheets with dog licenses, dog license renewals, and at the Town sponsored Spring rabies clinic. Track the number of violations issued per year. Post pet waste management information on the Town's web site. Advertise pet waste management information on the cable Channel 8. Install two additional pet waste stations with signs advertising the Town's pet waste removal policies at East Point.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1-4	Distribute Educational Information Targeted to Community Businesses	Nahant Town Administrator Nahant Webmaster	Summer '04 (Revise date to Summer '05) <ul style="list-style-type: none"> Develop an educational flyer targeted to local businesses. Distribute the educational flyer to 100% of the businesses in the municipality. Post the informational flyer on the Town's website 	<ul style="list-style-type: none"> The Town developed and distributed an educational flyer to 100% of the businesses in the municipality. 	<i>No Activities planned for Permit Year 4</i>
1-5	Promote Water Conservation Practices for Homeowners	Nahant Department of Public Works Nahant Board of Selectmen's Office.	Fall '03 – Winter '07/08 <ul style="list-style-type: none"> Track the number of dye tablets distributed by the Board of Selectmen's Office. Track the number of water-efficiency kits issued by the Board of Selectmen's Office. Post water conservation information on the DPW's web page. Post water conservation posters at Town Hall and the public library. Summer '04 & '05 – '07 <ul style="list-style-type: none"> Include water conservation bill inserts with the September 2004/05/06/07 water bill. Track the number of additional bill inserts mailed each year of the permit term. Fall '03 – Winter '07/08 <ul style="list-style-type: none"> Issue an annual press release to local newspapers to promote water conservation. 	<ul style="list-style-type: none"> Approx. 200 dye tablets were distributed. 0 water efficiency kits were distributed. Water conservation information was posted on the Town's water management web page. Water conservation posters were posted at Town Hall and the public library. Water Conservation bill insert was included in the September 2005 water bill. 	<ul style="list-style-type: none"> Track the number of dye tablets distributed by the Board of Selectmen's Office. Track the number of water-efficiency kits issued by the Board of Selectmen's Office. Include water conservation bill inserts with the September 2006 water bill. Track the number of additional bill inserts mailed each year of the permit term. Leak detection services will be provided for residences during 2006
1-5a	Promote Water Conservation Practices for Homeowners	Nahant Department of Public Works Nahant Board of Selectmen's Office.	Summer '03 <ul style="list-style-type: none"> Distribute complimentary rain gauges to residents. Rain gauges are intended to promote water conservation practices by providing a means of determining how much more water, if any, a lawn may require after a rain event. Track the number of rain gauges distributed. 	<i>No Activities planned beyond Permit Year 1</i>	<i>No Activities planned beyond Permit Year 1</i>
1-6	Conduct Metal Recycling Day Events & White Goods Pickup	Nahant Department of Public Works Nahant Webmaster	Spring, Summer & Fall of '03/04/05 <ul style="list-style-type: none"> Sponsor six metal recycling day events annually. Produce an annual flyer that outlines the Metal Recycling Day schedule for that year and make flyers available at Town Hall and the DPW Facility. Advertise each Metal Recycling Day event on Nahant's public cable access television station, Channel 8, Bulletin Board. Maintain and update the Metal Recycling Day and white goods pick up services information on the Town's web site. Track the amounts and types of waste collected at each Metal Recycling Day event. Track the amounts and types of white goods collected each year by the white goods pick up service. 	<ul style="list-style-type: none"> Sponsored six metal recycling events. Produced a notice that announced the events and posted it at Town Hall and the DPW. Advertised the events on Nahant's cable access television station Bulletin Board. Maintained and updated the Metal Recycling Day and white goods pick up services information on the Town's web site. During the 2005 permit year, 360 cubic yards of white goods were collected during the recycling day events. Goods collected consisted of discarded washing machines, refrigerators, dishwashers, bicycles, grills, propane tanks, computer monitors, TVs, microwave ovens, air conditioners, and miscellaneous steel products. 	<ul style="list-style-type: none"> Track the amounts and types of waste collected at each Metal Recycling Day event. Track the amounts and types of white goods collected each year by the white goods pick up service.
1-7	Advertise EPA Broadcast of "After the Storm"	Nahant Town Administrator Nahant Webmaster	Winter '03/04 <ul style="list-style-type: none"> Use Nahant's official website to advertise the February 4, 2004 (11 pm EST), May 9th (8:30 and 11:30 pm EST) and June 26th (8:30 and 11:30 pm EST) broadcasts of the EPA's half-hour TV special, After the Storm. 	<i>No Activities planned beyond Permit Year 1</i>	<i>No Activities planned beyond Permit Year 1</i>
1-8	Sponsor an Organic Lawn Care Workshop	Nahant Town Administrator Open Space Committee Nahant Garden Club	Summer '03 <ul style="list-style-type: none"> Sponsor a lawn care workshop based on the Pesticide Reduction Resources Guide for Citizens and Municipalities of Massachusetts. Advertise the event. 	<i>No Activities planned beyond Permit Year 1</i>	<i>No Activities planned beyond Permit Year 1</i>

1a. Additions

No additions to report.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2-1	Public Presentation, Access to Draft SWMP & Receipt of Comments	Nahant Town Administrator Nahant Webmaster	Summer '03 <ul style="list-style-type: none"> Hold an SWMP Informational Meeting. Make draft SWMP available to the public and conduct public meeting and comment period. Finalize SWMP. Make the final SWMP accessible to the public via the Town's public library and web page. 	<i>No Activities planned beyond Permit Year 1</i>	<i>No Activities planned beyond Permit Year 1</i>
2-2	Conduct Public Presentation & Receive Comment on Annual Report	Nahant Town Administrator	Spring '04/05/06/07 <ul style="list-style-type: none"> Prepare annual reports. Submit an annual report to both the EPA and MA DEP. (Delete these measurable goals. Revised below) Send an annual press release advertising the event and the status of the Town's SWMP to local newspapers and track whether or not it was published. Advertise the public presentation on the Nahant Public Access Bulletin Board (Channel 8). Conduct a public presentation and receive comments on the annual report. Make records of meeting available to public. 	<ul style="list-style-type: none"> Submitted an annual report to both the EPA and MA DEP. 	<ul style="list-style-type: none"> The Town will submit the annual report to the EPA and MA DEP. The Town will post the annual report on the Town's website.
Revised 2-2	Make Available to the Public & Receive Comment on Annual Report	Nahant Town Administrator	Spring '05/06/07 <ul style="list-style-type: none"> Post the annual Report on the Town's official website. Post a notice advertising the status of the Town's SWMP and comment period for the annual report on the Town's Website. Accept comments via the Town's Online Contact form. 		
2-3	Provide Support to Local Cleanup Activities	Nahant Department of Public Works Nahant Conservation Commission	Spring '04 <ul style="list-style-type: none"> Draft and distribute an annual letter to offering assistance with local cleanup activities to neighborhood associations, homeowner associations, beach associations, and civic groups active in Nahant. Place information contained in letter on the Town's official website. Track which entities the letters are sent to each year. Track the number of cleanup activities the DPW assists in conducting each year. Track the number of cleanup participants at each activity the DPW assists in conducting. Track which areas of Town are cleaned by each activity the DPW assists in conducting. Track the quantity of waste collected as a result of the cleanup activity. 	<ul style="list-style-type: none"> In the Spring and Fall, prisoners on a work-release program cleaned up Nahant's beaches. The Town's assistance generally consisted of providing tools, safety items and trash pick-up services. 	<ul style="list-style-type: none"> In June 2006, the Women's Club cleaned up Short Beach, Black Hawk Beach, Forty Steps Beach, Canoe Beach, Tudor Beach and Wharf Beach. The Town's assistance generally consisted of providing tools, safety items and trash pick-up services. The Town will draft and distribute an annual letter to offering assistance with local cleanup activities to neighborhood associations, homeowner associations, beach associations, and civic groups active in Nahant. The Town will place information contained in letter on the Town's official website. The DPW will track the groups it assists during Permit Year 4.

2a. Additions

No additions to report.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3-1	Complete the Town's Storm Drain System Map	Nahant Town Administrator Town Clerk Nahant Planning Board Nahant Department of Public Works	<p>Spring '04</p> <ul style="list-style-type: none"> Map twenty percent of the Town's Storm Drainage system each year beginning in the Spring of 2004. <p>Spring '05 (Revise date to Spring '07)</p> <ul style="list-style-type: none"> Draft and take to Town Meeting an amendment to the Nahant Subdivision Rules and Regulations that would require project proponents to submit a copy of the subdivision's as-built plans to the Planning Board in digital format. Continuously update the storm drainage system map(s) as new components are added to the municipal storm drainage system. 	<ul style="list-style-type: none"> The Town completed mapping the storm drain conduits that connects the catch basins and outfalls, to date this effort is 100% complete. While the revisions to the Nahant Subdivision Rules and Regulations identified in the Measurable Goal(s) column has not yet been completed, during Permit Year 3 the Town was proactive and requested that project proponents submit as-built plans in a digital format. During Permit Year 3 digital as-builts were received for 12 projects. 	<ul style="list-style-type: none"> The Town will draft and take to Town Meeting an amendment to the Nahant Subdivision Rules and Regulations that would require project proponents to submit a copy of the subdivision's as-built plans to the Planning Board in digital format. The Town will continuously update the storm drainage system map(s) as new components are added to the municipal storm drainage system.
3-2	Adopt an Illicit Discharge & Connection Stormwater ByLaw	Nahant Town Administrator Town Clerk	<p>Winter '04/05 (Revise date to Winter '05/06)</p> <ul style="list-style-type: none"> Draft the Illicit Discharge and Connection Stormwater Bylaw. (Delete – See below) <p>Spring '05 (Revise date to Spring '06)</p> <ul style="list-style-type: none"> Take the Illicit Discharge and Connection Stormwater By-Law to Town Meeting for acceptance. (Delete – See below) <p>Spring '05 – Winter '07/08 (Revise date to Spring '06 – Winter '07/08)</p> <ul style="list-style-type: none"> Track the number of enforcement actions taken. Track the number of street opening permits. 	<ul style="list-style-type: none"> The Town reviewed its bylaws and determined that the bylaws for the sewer and stormwater drainage systems adequately prevent illicit discharge and connections to the stormwater drainage system. Therefore, the Town will not develop an Illicit Discharge and Connection Stormwater Bylaw. No enforcement actions were taken during Permit Year 3. 	<ul style="list-style-type: none"> Throughout Permit Year 4, the Town will take enforcement actions as necessary. The Town will track the number of street opening permits.
Revised			<p><i>After reviewing the current bylaws during Permit Year 3, the Town decided to not to draft an Illicit Discharge and Connection Stormwater Bylaw because the current bylaws adequately protect the stormwater drainage system. The Town will continue to track enforcement actions and the number of street opening permits.</i></p>		
3-3	Develop a Formal Illicit Discharge Detection and Elimination Plan	Nahant Department of Public Works	<p>Spring '04 (Revise date to Spring/Summer '06)</p> <ul style="list-style-type: none"> Develop an Illicit Discharge Detection and Elimination Plan. (Delete – See below) <p>Spring '04 – Winter '07/08</p> <ul style="list-style-type: none"> Conduct dry-weather field screening of outfalls and track the number of surveys indicating a possible illicit connection. Trace the source of potential illicit discharges. Track the number of illicit connections found. Track the number of illicit connections repaired/replaced. Report on the success of obtaining alternative funding to assist in illicit connection removal. 	<ul style="list-style-type: none"> Conducted formal dry-weather screening of outfalls. No illicit connections were found during Permit Year 3. 	<ul style="list-style-type: none"> The DPW will continue to conduct formal dry-weather screening of outfalls and track potential illicit connections.
Revised			<p><i>After reviewing the current bylaws during Permit Year 3, the Town decided to not to develop an Illicit Discharge Detection and Elimination Plan because the current bylaws adequately protect the stormwater drainage system. The DPW will continue to conduct formal dry-weather screening of outfalls and track potential illicit connections.</i></p>		
3-4	Formalize the Town's Storm Drain Stenciling Program	Nahant Department of Public Works	<p>Summer '04/05/06/07</p> <ul style="list-style-type: none"> Each year identify any catch basins that are no longer stenciled and establish schedule for the activity. (Inlets will be surveyed during catch basin cleaning.) Track the number of drains stenciled each year. Submit a press release to the Harbor Review. 	<p><i>No Activities to report for Permit Year 3</i></p>	<ul style="list-style-type: none"> The DPW will re-stencil all existing catch basins and stencil any new catch basins that have been added since the last stenciling activity.

3a. Additions

No additions to report.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
4-1	Adopt a Stormwater Management and Land Disturbance By-law	Nahant Conservation Commission Nahant Town Administrator	Winter '04/05 (Revise date to Winter '06/07) • Draft the Stormwater Management and Land Disturbance Bylaw. Spring '05 (Revise date to Spring '07) • Take the Stormwater Management and Land Disturbance Bylaw to Town Meeting for acceptance. • Track the number of enforcement actions taken.	<ul style="list-style-type: none"> • <i>No Activities to report for Permit Year 3</i> 	<ul style="list-style-type: none"> • The Town will draft a Stormwater Management and Land Disturbance Bylaw.
4-2	Develop a Site Inspection Form and Conduct Site Inspections	Nahant Conservation Commission	Spring '05 (Revise date to Spring '07) • Develop a Site Inspection Form that reflects the ESCP requirements. • Track the frequency of inspections conducted for each site. • Track the completion of inspection forms. • Track the number of failed ESC BMPs discovered on each site.	<i>No Activities planned for Permit Year 3</i>	<i>No Activities planned for Permit Year 4</i>
Revised			<i>Dates have been revised to correspond with the acceptance of the Stormwater Management and Land Disturbance By-law (BMP 4-1)</i>		
4-3	Develop and Implement a Citizen Complaint Hotline	Nahant Department of Public Works Nahant Webmaster	Fall '04 (Revise date to Fall '05) - (Delete – See below) • Establish the Citizen Complaint Hotline. • Advertise the Citizen Complaint Hotline. • Track the number of complaints received via the Citizen Complaint Hotline. • Track the problems/incidents remedied as a result of the Citizen Complaint Hotline. • Advertise that DPW will accept calls on stormwater issues • Track the number of complaints received at the DPW regarding stormwater issues. • Track the problems/incidents remedied as a result of calls to the DPW.	<ul style="list-style-type: none"> • A Citizen Tip Line was not established during Permit Year 3. • The Town accepted and logged calls regarding stormwater issues and remedied the problems as required. 	<ul style="list-style-type: none"> • The DPW will advertise that it will accept calls regarding stormwater issues. • The DPW will track the calls regarding stormwater issues and remedy the problems as required.
Revised			<i>This BMP has been revised because the DPW currently accepts calls on several issues, and therefore, a Citizen Tip Line is believed not to be necessary.</i>		

4a. Additions

No additions to report.

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5-1	Adopt a By-law Governing Post Construction Stormwater Management of New Developments and Redevelopments	Nahant Town Administrator Town Clerk	<p>Winter '04/05 (Revise date to Winter '06/07)</p> <ul style="list-style-type: none"> • Draft the Bylaw Governing Post-Construction Stormwater Management of New Developments & Redevelopments. <p>Spring '05 (Revise date to Spring '07)</p> <ul style="list-style-type: none"> • Take the Bylaw Governing Post-Construction Stormwater Management of New Developments & Redevelopments to Town Meeting for acceptance 	<ul style="list-style-type: none"> • <i>No Activities to report for Permit Year 3</i> 	<ul style="list-style-type: none"> • The Town will draft a Post-Construction Stormwater Management of New Developments & Redevelopments Bylaw.

5a. Additions

No additions to report.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6-1	Develop a Formal Training Program for DPW Staff	Nahant Department of Public Works Supervisor Nahant Town Administrator	Fall '04 (Revise date to Fall '06) <ul style="list-style-type: none"> Develop the DPW employee-training manual. Conduct training sessions with all current employees. Train all new DPW employees in accordance with the training manual. Track employees trained in accordance to the training manual. Fall '04 – Winter '07/08 (Revise date to Winter '07/08) <ul style="list-style-type: none"> Conduct refresher training for employees. 	<i>No Activities to Report for Permit Year 3.</i>	<ul style="list-style-type: none"> The DPW will develop the DPW employee-training manual. The DPW will conduct training sessions with all current and new employees in accordance with the training manual. The DPW will track employees trained in accordance to the training manual.
6-2	Formalize the Catch Basin Cleaning Program	Nahant Department of Public Works	Spring '04/06 <ul style="list-style-type: none"> Award biennial catch basin cleaning contract. Document biennial cleaning activities. 	<ul style="list-style-type: none"> Catch basins in critical areas were cleaned as needed. 	<ul style="list-style-type: none"> The next biennial catch basin cleaning contract was awarded in the Spring of '06, and cleaning commenced in May '06 for that contract.
6-3	Formalize the Existing Parking Lot and Street Sweeping Program	Nahant Department of Public Works	Fall '04 – Winter '07/08 <ul style="list-style-type: none"> Conduct an inventory of all municipal streets and parking lots. Track the number of times the inventoried municipal streets and parking lots are swept each year. Maintain an accurate log of sweepings collected and method of disposal. Re-evaluate storage practices and make improvements in order to ensure compliance with the MADEP BWP Reuse and Disposal of Street Sweepings Policy. Update inventory of municipal streets and parking lots as needed. 	<ul style="list-style-type: none"> The Town's 20 miles of municipal roadway were swept four (4) times during Permit Year 3. 	<ul style="list-style-type: none"> The DPW will continue to sweep municipal roads at least four (4) times.
6-4	Develop a Vehicle & Equipment Maintenance Policy	Nahant Department of Public Works Supervisor	Fall '04 (Revise date to Fall '06) <ul style="list-style-type: none"> Develop and implement a vehicle and equipment maintenance policy Incorporate policy requirements into the DPW employee-training program. 	<ul style="list-style-type: none"> The DPW developed and implemented a written vehicle and equipment maintenance policy 	<ul style="list-style-type: none"> The DPW will incorporate this policy into the formal employee training program manual (BMP 6-1).
			<i>Dates have been revised to correspond with the development of the Employee Training Manual (BMP 6-1)</i>		
6-5	Develop a Vehicle & Equipment Cleaning Policy	Nahant Department of Public Works	Summer '03 <ul style="list-style-type: none"> Construct two new wash bays at the Flash Road facility. Fall '04 (Revise date to Fall '06) <ul style="list-style-type: none"> Develop and implement a vehicle and equipment cleaning policy. Incorporate policy requirements into the DPW employee-training manual and provide to the Town's Police Department and Fire Department. 	<ul style="list-style-type: none"> The DPW developed and implemented a written vehicle and equipment cleaning policy 	<ul style="list-style-type: none"> The DPW will incorporate this policy into the formal employee training program manual (BMP 6-1).
Revised			<i>Dates have been revised to correspond with the development of the Employee Training Manual (BMP 6-1)</i>		

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6-6	Develop a Landscape and Lawn Care Policy	Nahant Department of Public Works	Fall '04 (Revise date to Fall '06) <ul style="list-style-type: none"> Develop and implement a landscape and lawn care policy. (Delete) Provide the policy to DPW staff and lawn care providers contracted by the DPW. Provide the policy to the Kelly Greens Golf Course management company. (Delete) 	<ul style="list-style-type: none"> During Permit Year 3, the DPW staff and lawn care providers contracted by the DPW were instructed to use organic fertilizers for all landscape and lawn care activities. The Town's Golf Course Committee met with golf course management 12 times to review landscape and lawn care procedures. 	<ul style="list-style-type: none"> During Permit Year 4, DPW staff and lawn care providers will use organic fertilizers for all landscape and lawn care activities. The Golf Course Committee will continue to meet with golf course management up to twelve times to review landscape and lawn care procedures.
Revised		Nahant Golf Course Committee <ul style="list-style-type: none"> Formalize the Town's landscape and lawn care policy. Spring '05 – Winter '07/08 <ul style="list-style-type: none"> One to five times a year the Town's Golf Course Committee will meet with golf course management to review various maintenance practices that include the landscape and lawn care procedures. 			
6-7	Develop and Implement a SPRP for the Flash Road Facility	Nahant Department of Public Works	Fall '05 <ul style="list-style-type: none"> Complete and implement the use of the Spill Prevention and Response Plan for the Flash Road facility. Identify and train key individuals in the area of spill prevention, response and cleanup. Develop an emergency spill containment and cleanup kit. Post a summary of the Spill Prevention and Response Plan at various locations throughout facility. Conduct an annual review of the Spill Prevention and Response Plan. Track the number of spill and leak incidents at the facility and the actions taken for each incident. 	<ul style="list-style-type: none"> The DPW completed and implemented a Spill Prevention and Response Plan for the Flash Road facility. There were no spill or leak incidents at the facility during Permit Year 3. 	<ul style="list-style-type: none"> The DPW will continue enforcement of the Spill Prevention and Response Plan for the Flash Road facility. The DPW will track and respond to spill and/or leak incidents.
6-8	Apply for Funding to Conduct Pollution Remediation Activities in Nahant Thicket Watershed	Nahant Town Administrator Massachusetts Audubon Society	Summer '03 <ul style="list-style-type: none"> Apply to CZM by July 30, 2003 for CPR funding to implement the pollution remediation activities proposed in the Nahant Thicket watershed. Spring '04 & Summer '04 <ul style="list-style-type: none"> If awarded funding for the CPR FY04 grant round, proceed with project implementation for completion by June 30, 2004. 	<i>No Activities planned beyond Permit Year 2</i>	<i>No Activities planned beyond Permit Year 2</i>
6-9	Formalize the Bear Pond/Golf Course Drainage Ditch Maintenance Program	Nahant Department of Public Works	Summer '04 <ul style="list-style-type: none"> Develop an operation and maintenance (O&M) plan for the Bear Pond pump station and 36-inch outfall. Track maintenance activities for the Bear Pond pump station and 36-inch outfall. Develop a formal Drainage Ditch Maintenance Program. Summer '05 (Revise date to Fall '06) <ul style="list-style-type: none"> Apply to the Nahant Conservation Commission for an Order of Conditions every three years in order to conduct activities outlined in the Town's Formal Drainage Ditch Maintenance program. Track the scheduled maintenance activities of the Drainage Ditch Maintenance Program. 	<ul style="list-style-type: none"> The DPW performed scheduled maintenance activities. 	<ul style="list-style-type: none"> The DPW will apply for and obtain an Order of Conditions from the Nahant Conservation Commission to conduct activities outlined in the Town's Formal Drainage Ditch Maintenance program. The DPW will continue scheduled maintenance activities as outlined in the Formal Drainage Ditch Maintenance program.

6a. Additions

No additions to report.

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	Responsible Dept/Person Name	Measurable Goal(s)	Progression Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
Revised	Not Applicable				
7a. Additions					

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

The Nahant Board of Health regularly tests water at Canoe Beach, Tudor Beach, Short Beach and Black Rock Beach for Enterococci. A summary of these sampling results for FY05-FY06 has been attached.