

Municipality/Organization: Maynard, MA

EPA NPDES Permit Number: MA041208

MassDEP Transmittal Number: W-035581

Annual Report Number & Reporting Period: Year 13
April 1, 2015 – March 31, 2016

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2016)

Part I. General Information

Contact Person: Kevin Sweet **Title:** Town Administrator

Telephone #: 978-897-1375 **Email:** ksweet@townofmaynard.net

Mailing Address:
Town Hall, 195 Main Street, Maynard, MA 01754

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: Kevin Sweet

Title: Town Administrator

Date: 4-19-16

Part II. Self-Assessment

During Permit Year 13, the Town of Maynard continued its focus on our Stormwater Management Program and continued to meet the conditions of the Permit. The Town's Stormwater Management Team (SWMT) consists of representatives from the DPW (Water, Sewer, and Highway), Conservation Commission, Open Space Committee, Selectmen's Office, and Board of Health. The SWMT members coordinate regularly and focus on stormwater management activities.

As required by Part II.D.1 of the 2003 *NPDES General Permit for Stormwater Discharges from Small MS4s*, the Town has evaluated compliance of its Stormwater Management Program with the conditions of the Permit as part of developing this annual report. The Town has made substantial progress implementing BMPs and meeting permit requirements.

Also, as required by Part II.D.2 of the General Permit, the Town evaluated the appropriateness of selected BMPs in efforts towards achieving the defined measurable goals and has determined that BMPs and measurable goals continue to be appropriate.

Notes on the Permit Year 13 Annual Report:

1. Measurable goals by Permit Year were extrapolated from the "Time Frames" page in the original NOI and are based on revisions made in prior Annual Reports.
2. Planned activities for the next permit term have been included if a BMP under the 2003 General Permit has not been completed, is still under progress for completion, or is expected to continue.

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
1.1.1	Homeowner Focus – Mail educational flyer with stormwater survey	SuAsCo Council and Stormwater Management Team (SWMT)	YR01: Flyer distribution. Community survey. YR02-13: None.	BMP complete. BMP completed in Permit Year 1 by distributing Stormwater Matters brochure. Also, SuAsCo sent community survey in December 2003. Due to limited survey response, compilation and evaluation was infeasible. No measurable goals were planned for Permit Year 13.	Measurable goals for the 2003 General Permit have been met.
Revised					
1.1.2	Homeowner Focus – SWMT Brochures available at Town Hall	SWMT	YR04-13: Brochures available at Town Hall.	<p>Measurable goal met. Brochures continued to be available at the Town Hall:</p> <ul style="list-style-type: none"> • <i>Stormwater Matters;</i> • <i>After the Storm;</i> • <i>Don't Trash the Grass!;</i> • <i>Butterfly Gardens;</i> • <i>Rain Gardens;</i> • <i>Maynard's Wetlands & You: A Guide to Living with Wetlands;</i> • <i>Improving Wildlife Habitat in your Backyard;</i> • <i>Friends of the Assabet River National Wildlife Refuge;</i> • <i>Attracting Pollinators to Your Garden;</i> • <i>Going Green with Stormwater – Rain Gardens;</i> • <i>The Solution to Stormwater Pollution;</i> • <i>Ecological Landscaping;</i> • <i>Water Efficient Landscaping; and</i> • <i>Support Land and Water Conservation with the New Land & Water License Plate.</i> <p>In addition, the Conservation Commission website continues to have stormwater-related links and SuAsCo bookmarks were periodically available at the Town library.</p>	<p>Measurable goals for the 2003 General Permit have been met.</p> <p>Town will continue to keep relevant brochures available at the Town Hall and keep the Conservation Commission page on the town website up to date with stormwater related links.</p>
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
1.2.1	Student Focus – Teach stormwater lesson to 5 th grade students	SuAsCo Council and SWMT	YR01: None YR02: Prepare and implement lesson. YR03-13: None	BMP complete. BMP completed in Permit Year 02. No measureable goals planned for Permit Year 13.	Measurable goals for the 2003 General Permit have been met.
Revised					
1.3.1	Business Focus – Mail educational flyer with a stormwater survey	SuAsCo Council and SWMT	YR01-02: None. YR03: Flyer distribution. YR04-13 None.	BMP complete. In Permit Year 13, each household was mailed a copy of the Water Quality Report for Maynard. The Water Quality Report, attached to this report, includes information on source control and water conservation. (http://www.townofmaynard-ma.gov/wp-content/uploads/2010/08/Maynard-Water-Quality-Report-2014.pdf)	Measurable goals for the 2003 General Permit have been met. Town plans to continue to send Water Quality Report.
Revised					
1.4.1	General Public Focus – Hold a stormwater media campaign	SuAsCo Council and SWMT	YR01-03: None YR04: 4 press releases planned for YR05 YR05: 2 press releases related to stormwater program YR06-13: Press releases related to stormwater program.	The second press release planned for Permit Year 5 continues to be delayed until EPA issues the new General Permit. The Town did not issue any press releases related to stormwater during Permit Year 13.	Measurable goals for the 2003 General Permit have been met. The Town plans to issue press releases and email notifications related to stormwater as needed.
Revised					
1.4.2	General Public Focus – Show a stormwater video on a local cable station	SuAsCo Council and SWMT	YR01-04: None YR05: Obtain and air stormwater video. YR06-13: None	BMP complete. No measurable goals planned for Permit Year 13.	Measurable goals for the 2003 General Permit have been met.
Revised					

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
2.1.1	Homeowner Focus – circulate stormwater traveling display	SuAsCo Council and SWMT	YR01: Develop display and feature at 3 locations. YR02-04: None. YR05-13: Stormwater display.	Display titled <i>Maynard's Stormwater Management Program</i> continued to be exhibited at Town Hall.	Measurable goals for the 2003 General Permit have been met. The Town plans to continue to exhibit stormwater posters/ displays.
Revised					
2.4.1	General Public Focus – Annual River Cleanup Day	SuAsCo Council and SWMT, DPW	YR03-13: Annual cleanup and other cleanups across town.	The 29th Annual Assabet River Cleanup was held on September 19, 2015. The Maynard DPW supported waste removal efforts during this cleanup. The Maynard Litter League held a town wide cleanup from April 26th in various locations throughout town. The Maynard Litter League also organized three other Litter Busters Cleanups (April 26 th , July 26 th , and August 30 th) which are short mini-cleanups in the downtown area. The Maynard Litter League, Maynard's anti-litter organization is working towards the goal of a litter-free Maynard by engaging community members in litter prevention, cleanup, and education efforts.	Measureable goals for the 2003 General Permit have been met. The Assabet River Annual Clean-up and other town group clean-up efforts are expected to continue.
2.5.1	General Public Focus – LID By-law Meetings	SWMT	YR04-07: Hold meetings to create a stormwater and LID Bylaw. YR08-13: None.	BMP Complete. Throughout Permit Years 4, 5, 6, and 7, the Town held numerous stakeholder and public meetings as part of the extensive process to develop the local stormwater bylaw. Originally, the Town planned to develop a stormwater and LID bylaw, but ultimately adopted one Stormwater Management Bylaw that does not include LID provisions (see BMPs 4.1.1 and 5.1.1).	Measureable goals for the 2003 General Permit have been met.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
3.1.1	Stormwater System Mapping – Map outfalls	DPW	YR01-03: Field check GIS map locations of outfalls. YR04: None YR05: 100% of outfalls will be field checked. YR06-13: Drainage mapping maintained.	In Permit Year 11, the Town retained a consultant to identify, map using GPS technology, and photograph each outfall to the Assabet River in the Town. In Permit Year 11 & 12, the outfall mapping was incorporated into the existing Town GIS drainage mapping system. All outfalls that can be identified in the field have been mapped in Maynard and incorporated into GIS.	Measurable goals for the 2003 General Permit have been met. The Town plans to update the drainage mapping as necessary.
Revised					
3.1.2	Stormwater System Mapping – Map storm sewer system	DPW	YR01-13: Build GIS system for stormwater planning.	In previous permit years, the Town built a GIS system with assistance from consultants. In Permit Year 13, the Town completed GIS mapping of all Town-owned drainage infrastructure, including catch basins, manholes, interconnections, and outfalls.	Measurable goals for the 2003 General Permit have been met The Town plans to update the drainage mapping as necessary.
Revised					
3.1.3	Stormwater System Mapping – Map structural BMPs	DPW	YR01-13: New BMP structures identified and included in GIS mapping	In Permit Year 13, the Town finished GIS mapping of all Town-owned drainage infrastructure. The Town plans to add privately-owned BMPs into the GIS mapping, using electronic files now being collected by the Planning Department for all new projects.	Measurable goals for the 2003 General Permit have been met. The Town plans to incorporate private BMPs into GIS drainage mapping.
Revised					
3.1.4	Stormwater System Mapping – Develop regulations to have developers pay Town’s cost for GIS updates caused by the development	Planning Board	YR01: None YR02 Draft recommended Planning Board Regulations. YR03-04: None. YR05-06: Adopt Regulations. YR07-13: Adopt Bylaw with consideration for regulations.	Town continued to develop regulations for the <i>Stormwater Management Bylaw</i> approved by the Conservation Commission. The Stormwater Management Regulations are in the review/approval process.	Town plans to continue to move towards approval of these regulations.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
3.2.1	Regulatory Mechanism – Develop bylaw prohibiting illegal non-stormwater discharges into MS4. Include enforcement procedures in Bylaw.	Selectmen's Office / SWMT	YR01-02: Review existing bylaws and recommend revisions YR03: None YR04: Implement regulatory revisions. YR05-06: Adopt Bylaw, receive Attorney General approval. YR07-13: None.	BMP complete. In Permit Year 5, the Town of Maynard <i>Storm Drain System By-law</i> was passed at the October 29, 2007 Special Town Meeting by a vote of 96 to 4. The By-law was approved by the Massachusetts Attorney General in Permit Year 6. Town continues to implement bylaw and enforcement procedures as necessary.	Measureable goals for the 2003 General Permit have been met. Town plans to continue to implement bylaw and enforcement procedures as necessary.
3.3.1	IDDE Plan – Organize SWMT to monitor the Town's compliance with permit requirements	Selectmen's Office	YR01-05: Meetings held. YR06-13: Town Departments separately and together monitor compliance.	Members of SWMT continued to separately monitor compliance with permit requirements and carry out Stormwater Management actions. The Planning Board, Conservation Commission, and DPW continue to accept complaints from the public for potential illicit discharges and illegal dumping. The DPW conducts any necessary field investigations as budget allows.	Measureable goals for the 2003 General Permit have been met. The Town will continue to monitor and respond to complaints associated with IDDE.
3.3.2	IDDE Plan – Identify procedures for locating areas likely to have illicit discharges and illegal dumping.	SWMT/DPW	YR01-5: Develop and implement procedures to identify sources of and remove illicit discharges. YR06-13: Document illicit discharges and illegal dumping. YR13: Complete inspection of outfalls for dry weather flows	In Permit Year 5, the Town developed a written Illicit Discharge Detection and Elimination (IDDE) Plan. DPW continues to check outfalls and catch basins in problem areas prior to 1" or more storm events. In Permit Year 13, no signs of illicit discharges or illegal dumping were observed during cleaning and/or inspections of catch basins and outfalls. In Permit Year 13, the Town inspected the last of its outfalls for dry weather flow.	Measureable goals for the 2003 General Permit have been met. The Town will continue to address known illicit discharges and illegal dumping activities as budget allows.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
3.4.1	Educational Outreach – Inform public employees, business, and general public of hazards of illicit discharges	SuAsCo Council and SWMT	YR01: None. YR02-13: Information materials distributed.	Town Staff continue to be aware of hazards of illicit discharge and illegal dumping. Town continues to educate businesses and public about illicit/illegal dumping. <ul style="list-style-type: none"> Local notices provided at the Town Hall and Fire Station bulletin boards, and in the 2015- 2016 Maynard Recycling Information pamphlets provided to residents/businesses. Local Boy Scout Troop 130 held Electronics Recycling and Bottle Drives in October 2015 and March 2016 	Measurable goals for the 2003 General Permit have been met. The Town will continue to hold the annual household hazardous waste day and provide local notices as budget allows.
3.5.1	Allowable Non-stormwater Discharges – Determine if any EPA-listed non-stormwater flows need to be addressed by illicit discharge program	SWMT	YR01: Decision made YR02-04: None YR05-13: If necessary, address through illicit discharge program.	In Permit Year 2, DPW determined that they were not aware of any allowable non-stormwater discharges. New allowable non-stormwater discharges have not been identified by the Town. BMP complete.	Measurable goals for the 2003 General Permit have been met. Non-stormwater discharges will be evaluated to ensure they are allowed by the general permit requirements.
3.6.1	Waste Disposal Programs – Hazardous waste management and drop-off program	Board of Health	YR01-05: Conduct twice a year. YR05-13: Conduct Annual Hazardous Waste Day.	The Town held their Annual Hazardous Waste Collection Day on June 27, 2015 with 51 people participating. In addition, local Boy Scout Troop 130 held two Electronics Recycling and Bottle Drives.	Measurable goals for the 2003 General Permit have been met. The Town plans to continue to hold the annual household hazardous waste day and provide local notices as budget allows.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
4.1.1	Regulatory Mechanism – Develop and implement Town bylaws regulating erosion and sediment control for construction sites utilizing appropriate BMPs	SWMT	YR01: None YR02-03: Develop bylaws YR04: None YR05-13: Implement bylaws	In Permit Year 7, the <i>Stormwater Management Bylaw</i> was approved at the Fall 2009 Town Meeting. The Attorney General approved the Bylaw in Spring 2010. Town is implementing the B ylaw. BMP complete.	Measurable goals for the 2003 General Permit have been met.
4.1.2	Regulatory Mechanism – Add design standards and criteria as necessary to Town department regulations regarding construction site erosion control.	Planning Board/ Conservation Commission/ SWMT	YR01-02: Determine standards, draft regulations YR03: None YR04-05: Update regulations YR06-13: Implement Bylaw.	The Town continues to implement the <i>Stormwater Management Bylaw</i> . The Bylaw includes performance standards by referencing the Massachusetts Stormwater Management Handbook and Massachusetts Stormwater Management Standards, which include design standards and erosion controls. Draft stormwater regulations were developed by the Maynard Conservation Commission and are in the review/approval stage.	Measurable goals for the 2003 General Permit have been met. The Town will work to finalize the draft stormwater regulations.
4.1.3	Regulatory Mechanism – Evaluate sanctions for enforcement of erosion and sediment controls	SWMT/ Selectmen's Office	YR01: Develop goals. YR02: Draft YR03: None. YR04: Develop final sanctions. YR05: Develop draft. YR06-13: Develop and implement final Bylaw.	BMP complete. Town continues to implement the <i>Stormwater Management Bylaw</i> , approved at Fall 2009 Town Meeting and by Attorney General in Spring 2010. Bylaw includes sanctions for enforcement of erosion and sediment controls	Measurable goals for the 2003 General Permit have been met.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
4.2.1	Site Plan Review Procedures – Implement pre-construction review of project storm water pollution prevention plan (SWPPP)		YR01: None YR02-05: Identify and train staff. YR06-13: Conduct inspections.	Town conducts "round table" pre-construction reviews of proposed development. At reviews, Planning, Building, Health, Fire, Conservation Commission, and DPW raise questions and concerns. Pre-construction review and enforcement of SWPPPs via inspections was continued by Conservation Commission with assistance from Building Inspector and DPW.	Measurable goals for the 2003 General Permit have been met. The Town will continue pre-construction review of proposed development.
Revised					
4.3.1	Site Inspection/ Enforcement Procedures – Conduct construction site inspections		YR01: None YR02-05: Identify and train staff. Review each project. YR06-13: Conduct inspections.	Construction site inspections for permitted projects are conducted by Conservation, DPW, Building Department, or Board of Health depending on jurisdiction. Also, Qualified Site Inspectors may conduct inspections for compliance with local, state, and federal permit requirements.	Measurable goals for the 2003 General Permit have been met. The Town will continue to conduct site inspections.
Revised					
4.3.2	Site Inspection/ Enforcement Procedures – Develop a procedure for handling reports from the public of non-compliance	SWMT	YR01: None. YR02-13: Complaints to be handled on a case-by-case basis.	During Permit Year 13, the Conservation Agent issued one Violation Notice following a construction site inspection. The Town did not receive any construction-related complaints from the public.	Measurable goals for the 2003 General Permit have been met. The Town will continue to address construction related complaints as budget allows.
Revised					

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
5.1.1	Regulatory Mechanism – Develop and implement bylaws regulating controls for post-construction runoff utilizing appropriate BMPs	SWMT	YR01: Draft bylaw YR02-03: Revise bylaw YR04-13: Pass and implement bylaws	The <i>Stormwater Management Bylaw</i> , approved at the Fall 2009 Town Meeting, regulates post-construction stormwater runoff. The Attorney General approved the Bylaw in Spring 2010. The Town continues to implement the <i>Stormwater Management Bylaw</i> . During Permit Year 13, the Town issued one permit under the stormwater bylaw.	Measurable goals for the 2003 General Permit have been met. The Town will continue to conduct peer reviews of drainage designs for appropriate BMPs.
Revised					
5.2.1	Review BMP Designs – Pre-construction review for conformance with standards/regulations	Planning Board/ Conservation Commission	YR01-13: Review each project.	Town continued to coordinate permitting and development review process for each project for conformance with standards and regulations, including “round table” discussions where Planning, Building, Health, DPW, and Conservation raise questions and concerns.	Measurable goals for the 2003 General Permit have been met. The Town will continue to coordinate permitting and development review process for projects.
Revised					
5.3.1	Site Inspection/ Enforcement Procedures – During construction, inspect that BMPs are properly constructed	Planning Board/ Conservation Commission	YR01-13: Inspect each project	Conservation Commission and/or DPW conduct pre- and post-construction inspections for permitted projects. In accordance with the Stormwater Management Bylaw, permitted BMPs installed under the Bylaw are inspected in accordance with their approved maintenance plan by a private entity. Also, Qualified Site Inspectors may conduct inspections for compliance with local, state, and federal permit requirements.	Measurable goals for the 2003 General Permit have been met. The Town will continue to conduct construction inspections as budget allows.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
5.3.2	Site Inspection/ Enforcement Procedures – Post-construction provide inspection to be assured that BMP's O&M procedures have been followed	DPW	YR01: None YR02-YR03: Identify and train staff. YR04-13: Inspection as required.	Conservation Commission and/or DPW conduct pre- and post-construction inspections for permitted projects. The <i>Stormwater Management Bylaw</i> references the Massachusetts Stormwater Management Handbook and Regulations for BMP O&M and enforcement. Post-construction site inspections may also be conducted by Qualified Site Inspectors for compliance with local, state, and federal permit requirements.	Measurable goals for the 2003 General Permit have been met.
Revised					
5.4.1	O&M Procedures for Stormwater BMPs – Develop procedures for O&M requirements for structural BMPs	SWMT	YR01: None YR02-04: Develop procedures. YR05-13: None	BMP complete- no further action required. Town's <i>Stormwater Management Bylaw</i> requires O&M procedures consistent with the Massachusetts Stormwater Management Handbook.	Measurable goals for the 2003 General Permit have been met.
Revised					

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
6.1.1	Employee Training Program – Training on oil spill reporting and response, hazardous materials, and pesticide and fertilizer application	DPW/Fire Department	YR01-06: Conduct annual training. YR07-13: Implement training program initiatives.	A Good Housekeeping Workshop was held on June 3, 2008 and included DPW, Water, Sewer, Police, Fire, Public School representative, Conservation Commission, and Board of Health. The workshop reviewed Town's stormwater management program and good housekeeping Best Management Practices (BMPs) for municipal facilities and street drainage maintenance. Throughout Permit Year 13, Town employees continued to be aware of proper spill reporting/response, hazardous materials, and pesticide/fertilizer application. The Fire Dept. addresses major spills throughout Town and notifies DPW. DPW responds to assist with cleanup and close off MS4 system to prevent contamination. Minor spills are addressed with spill containment equipment and materials at DPW Garage. Appropriate staff are trained on fertilizer application.	Measurable goals for the 2003 General Permit have been met. Town will continue to keep employees trained and will implement training program initiatives, as budget allows
Revised					
6.2.1	Stormwater Sewer System Operation and Maintenance – Storm sewer system and catch basin inspection and cleaning program.	DPW	YR01-13: Annual inspection and cleaning.	In Permit Year 5 and 6, forms for documenting structural BMP maintenance were drafted and finalized and Town began use of forms for documenting inspections. In Permit Year 13, the Town continued to inspect and maintain structural stormwater BMPs. The town re-built 20 catch basins in Permit Year 13. The Town continued to optimize catch basin and outfall cleanings to focus on problem areas. Town inspects catch basins in problem areas before 1" of rain or more is expected. In Permit Year 13, all of the town's catch basins (~800) were cleaned by Sam's Catch Basin Cleaning Company and approximately 345 cubic yards of sediment and debris were removed.	Measurable goals for the 2003 General Permit have been met. The Town will continue to maintain their drainage system, as budget allows, and document repairs. The Town plans to rebuild 25 catch basins/ drainage structures at various locations in Permit Year 14.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
6.2.3	Stormwater Sewer System Operation and Maintenance – Structural BMP inspection and maintenance program	DPW	YR01: Develop and implement record keeping. YR01-08: Inspect all BMPs once a year. YR09-13: Inspect BMPs in accordance with long-term O&M plans.	Town-owned structural BMPs consist of catch basins (addressed under BMP 6.2.1), two underground infiltration chambers at the High School, and a water quality swale at Euclid Ave. During Permit Year 13, the underground infiltration chambers) were inspected and maintained in accordance with the long-term operation and maintenance plan prepared in accordance with the Massachusetts Stormwater Standards and local <i>Stormwater Management Bylaw</i> . The water quality swale at Euclid Ave was inspected twice.	Measurable goals for the 2003 General Permit have been met
Revised					
6.4.1	Municipal Industrial Operations – Evaluate operations at the Public Works Facility, transfer station, and the WWTF	DPW Consultant	YR01-05: Develop and implement a program to reduce pollutant runoff from municipal operations YR06-13: Continue to implement schedules and procedures.	In Permit Years 5 and 6, the Town developed a municipal facility inventory, including identification of applicable good housekeeping BMPs for municipal operations. BMPs were reviewed as part of the Good Housekeeping Workshop (see BMP 6.1.1).	Measurable goals for the 2003 General Permit have been met. The Town will continue to update and implement the procedures for municipal pollution prevention procedures as needed.
Revised			.		
6.4.2	Municipal Industrial Operations – Review maintenance/repair programs for municipal vehicles, vehicle washing controls, and vehicle fueling operations.	DPW	YR01: None. YR02-03: Develop program controls and record keeping. YR04: None. YR05-13: Implement program controls and record keeping.	In Permit Years 5 and 6, the Town reviewed maintenance and repair programs at municipal facilities. Recommended BMPs for vehicle repair/maintenance, vehicle washing, and vehicle fueling were reviewed at the Good Housekeeping Workshop (see BMP 6.1.1). In Permit Year 13, DWP continued to implement BMPs and recommendations related to maintenance and repair programs at municipal facilities. DPW follows proper procedures for repairs/maintenance, washing, and fueling vehicles.	Measurable goals for the 2003 General Permit have been met. The Town will continue to implement BMPs and recommendations related to maintenance and repair program at municipal facilities, as budget allows.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
6.4.4	Municipal Industrial Operations – Review salt storage operations	DPW	YR01-13: No longer need to develop and implement program controls and record keeping, due to revised salt operation practices.	<p>In Permit Year 5, salt storage and application procedures were reviewed at the Good Housekeeping Workshop (see BMP 6.1.1). The Town previously purchased an additional new deicing unit, which is designed to reduce the amount of sand and deicing agent applied.</p> <p>In Permit Year 13, the Town purchased 1 salt spreader and 1 sidewalk salt spreader. No sand was applied during Permit Year 13. Approximately 1,000 tons of magnesium chloride/sodium chloride mix were used for winter deicing. Salt mixture storage operation continued to be conducted under cover.</p>	<p>Measurable goals for the 2003 General Permit have been met.</p> <p>Town will continue to store salt under a covered building.</p>
Revised					
6.5.1	Municipal Roads – Street sweeping	DPW	YR01: None YR02-13: Annual street sweeping.	<p>In Permit Year 13, all Town roads were swept twice. Downtown roads were swept multiple times in the year and prior to special town events.</p> <p>In Permit Year 13, approximately 164 cubic yards of material was captured from street sweeping.</p>	<p>Measurable goals for the 2003 General Permit have been met.</p> <p>Town will continue to sweep Town streets as budget allows.</p>
Revised					

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
7.1.1	Address Assabet River Nutrient TMDL Report	SWMT	YR05: Review TMDL Report and select appropriate BMPs for Town to address recommendations from report. YR06-13: Implement BMPs.	BMP completed in Permit Year 5. BMPs to address impaired waters and TMDLs were identified in a memorandum to the Director of Public Works dated March 2008. BMPs were added to the report at that time. In addition, the Assabet River Nutrient TMDL continues to be addressed through BMPs implemented and identified under Minimum Control Measures 1 through 6.	Measurable goals for the 2003 General Permit have been met.
Revised					
7.1.2	Phosphorus Specific Education - Distribute brochures at Town Hall and include education about phosphorus reduction activities for homeowners and businesses as part of Public Education and Outreach Program.	SWMT	YR05-13: Distribute brochures and display posters.	Display titled <i>Maynard's Stormwater Management Program</i> continued to be available at Town Hall and Library, and describes phosphorus in the Assabet River and phosphorus reduction activities. EPA and SuAsCo brochures continued to be available at Town Hall. SuAsCo Stormwater Matters posters, bookmarks, and postcards include information about proper fertilizer use and lawn care. Conservation also makes these brochures available at public meetings and town events.	Measurable goals for the 2003 General Permit have been met. Town plans to continue to display and distribute stormwater education materials.
7.1.3	Press Release - Develop a press release that mentions phosphorus, why it matters, and directs readers to education materials describing what homeowners and businesses can do to reduce phosphorus loading to the Assabet River.	SWMT	YR05-06: Record date of press release. YR07-13: None.	BMP complete. No measurable goals planned for Permit Year 13. A press release was published on May 2, 2008 (Permit Year 6) in the Beacon Villager.	Measurable goals for the 2003 General Permit have been met.

7b. WLA Assessment

Per Part I.D.3 of the General Permit, "if the MS4 is required to implement storm water waste load allocation provisions of the TMDL, the permittee must assess whether the WLA is being met through implementation of existing storm water control measures or if additional control measures are necessary. The permittee's assessment of whether the WLA is being met is expected to focus on the adequacy of the permittee's storm water controls (implementation and maintenance), not on the response of the receiving water."

Maynard's MS4 discharges into the Assabet River, which has an approved Final TMDL for Total Phosphorus. Because the TMDL is for a pollutant likely to be found in stormwater discharges from Maynard's MS4, their Stormwater Management Program includes BMPs that address the waste load allocation (WLA). The TMDL includes a load allocation of 1.0 lbs/day for watershed non-point source (NPS) pollution, but provides no BMP recommendations or other performance requirements for stormwater discharges. In addition, there are no Performance Agreements or Memorandum of Understandings for BMP and performance standard modifications of the TMDL provided on the MassDEP website.¹

Maynard's Stormwater Management Program includes a number of existing stormwater control measures, as reported in the above Annual Report, that address pollutants of concern in water quality impaired waters and total phosphorus. The BMPs identified under Minimum Control Measures (MCMs) 1 through 6, including, but not limited to, those relating to public education, implementation and enforcement of the Storm Drain System By-law that regulates illicit discharges, Stormwater Management Bylaw, construction and post-construction inspections, employee training, and the good housekeeping measures such as street sweeping, catch basin cleaning, and the elimination of pesticide and fertilizer use help prevent phosphorus, pathogens, organics, and metals from entering the water bodies within Town that include the Assabet River. In addition, the BMPs identified in the Town's Stormwater Management Program help reduce taste, odor, and color problems and modifications to temperature within water bodies.

Part IV. Summary of Information Collected and Analyzed

No additional information was collected in Permit Year 13.

¹ MassDEP Total Maximum Daily Load website: <http://www.mass.gov/dep/water/resources/tmdls.htm>

Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2015 through March 31, 2016)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	~\$11,500 disposal and estimated \$32,000 in employee labor
Total program expenditures since beginning of permit coverage	(\$)	Not calculated
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	Not calculated
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	Y
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	1
▪ community participation **	(# or %)	51
▪ material collected **	(tons or gal)	n/a
School curricula implemented	(y/n)	Y

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with “X”)					
▪ Illicit Discharge Detection & Elimination					X
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X
Accompanying Regulation Status (indicate with “X”)					
▪ Illicit Discharge Detection & Elimination					N/A
▪ Erosion & Sediment Control				X	
▪ Post-Development Stormwater Management				X	

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	135
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	--
▪ CADD	(%)	--
▪ GIS	(%)	100%
Outfalls inspected/screened **	(# or %)	10%
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	100%
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	n/a
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	99%

% of population on septic systems	(%)	1%
-----------------------------------	-----	----

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	4
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	4
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections (for proper BMP installation & operation) completed **	(# or %)	6
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	Y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	<1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	<1
Qty of structures cleaned **	(#)	802
Qty. of storm drain cleaned **	(%, LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	345 cu. yd.
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Reuse/recycle/ proper disposal by contractor.
Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	~\$13,000

• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	\$70/hr
• Disposal cost**	(\$)	Part of above
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	1, leased
• Vacuum truck(s) owned/leased	(#)	1, owned
• Vacuum trucks specified in contracts	(y/n)	N
• % Structures cleaned with clam shells **	(%)	100%
• % Structures cleaned with vector **	(%)	0%

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	>2
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	164 cu. yd.
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Beneficial use/compost
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	In house
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	n/a
• Disposal cost**	(\$)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	1, owned
• Vacuum street sweepers owned/leased	(#)	0
• Vacuum street sweepers specified in contracts	(y/n)	0
• % Roads swept with rotary brush sweepers **	%	100%
• % Roads swept with vacuum sweepers **	%	0%
Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	80%
▪ Herbicides	(lbs. or %)	N/A

▪ Pesticides	(lbs. or %)	100%
Integrated Pest Management (IPM) Practices Implemented	(y/n)	N
(Preferred Units) Response		
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	65% 35%
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/lb mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/lb mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	