

Municipality/Organization: Town of Winthrop
EPA NPDES Permit Number: MAR051085
MassDEP Transmittal Number: W040721
Annual Report Number Year 14
& Reporting Period: April 1, 2016 — March 31, 2017

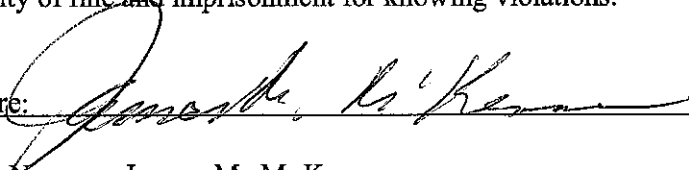
**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2017)**

Part I. General Information

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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: James M. McKenna

Title: Town Manager

Date: 4/24/17

Part II. Self-Assessment

In Permit Year 14 (April 1, 2016 through March 31, 2017), the Town of Winthrop continued to implement its Stormwater Management Program.

As part of developing the annual report, the Town evaluated compliance of the stormwater management program with the conditions of the *NPDES General Permit for Stormwater Discharges from Small MS4s*, effective May 1, 2003, as required by Part II.D.1 of the permit. This year's evaluation shows the Town has continued to implement the Best Management Practices (BMPs) identified in the Notice of Intent (NOI) and has met the measurable goals for these BMPs.

As part of the annual report development, the Town also evaluated the appropriateness of all BMPs in efforts toward achieving the defined measurable goals. In previous years, some BMPs and measurable goals were improved. This year, BMPs and measurable goals continue to be appropriate.

The following are notable activities that have been undertaken to improve the Town's MS4 discharge compliance program:

Through this permit year, the Town has now migrated its stormwater drainage system paper map data into a GIS database. This effort has resulted in a stormwater drainage system GIS that includes catchbasins, pipes, discharge locations, and drainage manholes. Each mapped discharge location now contains data associated with the 2014 Massachusetts Integrated List water quality status. This effort will be augmented in future years to include stormwater management systems (public and private) and other mapping requirements under the 2016 MS4 General Permit.

Over the previous two permit years, Winthrop has attempted to visit every stormwater discharge location within the community. The Town currently has 108 stormwater discharge locations, with approximately 30 locations that are direct discharges from DCR-owned roadways. Of the approximately 78 stormwater discharge locations, Winthrop has accessed 51 municipal stormwater drainage system discharge locations (i.e. outfalls) on the Winthrop peninsula for dry-weather illicit discharge screening. The remaining 20+ discharge locations have not been located and may be fully submerged by the ocean or sediment. Upstream key junction manholes/catchbasins for these undetermined locations will be the focus of work in future permit years to complete dry-weather screening for all Winthrop-owned or operated discharge locations.

The Town is currently completing a \$3 million tide gate and drainage system improvement project around Miller Field that involves major upgrades to stormwater swales, drain improvements, and the installation of stormwater treatment device(s).

The Town has initiated a Green Infrastructure and Improvement Project at Coughlin Park to enhance shore stability and ecology and to provide park amenity improvements. The Town is currently exploring grant funding through CZM that would assist with this project.

The Town is currently in design on a Town Center Revitalization Project that, in addition to streetscape elements, will include stormwater runoff treatment system design that focuses on bacteria treatment prior to discharge at Donovan's Beach.

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 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-------------------|--|--------------------------------------|--|--|---|
| 1a Revised | Distribute/Post Nonpoint Source Pollution Posters | DPW Director | Hang posters | Measurable goal met. Town posted new and updated non-point source posters featuring education about fertilizers, cigarette butts, and pet waste during Permit Year 9 & 10. These posters continued to be displayed at the Library, Town Hall, Schools, DPW, and Chamber of Commerce. | As budget and staff time allow, continue to make posters available. Town will reassess value of posters for compliance with public education and outreach requirements of the next MS4 General Permit. |
| 1b Revised | Air Stormwater Message on Local Cable Channel | DPW Director and WCAT | Air PSAs | Measurable goal met. During previous permit years, the Town aired "Help Prevent Pollution – Become Educated on Stormwater Drains" on WCAT. Town obtained EPA's Reduce Runoff: Slow it Down, Spread it Out, Soak it In! | Town will reassess value of PSAs for compliance with public education and outreach requirements of the next Small MS4 General Permit. |
| 1c Revised | Educate public about the impact of stormwater discharges on waterbodies and steps/activities public can take to reduce stormwater pollution. | DPW Director | Make brochures available and information on Town website available | Measurable goal met. During previous permit years, DPW distributed letters to auto repair shops in April 2006, August 2008, and August 2009. In PY 12, the Town provided sewer/water bill insert regarding appropriate curbside trash placement, packaging and timing of placement to avoid trash getting into roadway and drainage systems. The Town annually hosts Public Works Day at the DPW facility. Over 100 attendees are informed of drainage system maintenance and the importance of this maintenance on clean water. | Town will continue public education and outreach activities to provide information concerning the impact of stormwater discharges on waterbodies and activities the public can take to reduce the pollutants in stormwater runoff. Town will reassess its public education and outreach program for compliance with requirements of the next Small MS4 General Permit. |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|--|-------------------------------|--------------------|---|--|
| | | | | The Town also maintains Water Conservation, Clean Water – Everybody’s Business, and Non-permitted Discharges to the Storm Drain System brochures at the DPW. Town also makes information available on Town’s Conservation Commission and DPW website. (See BMP 1d) | |
| 1d | Add Stormwater Information to Town’s Website | DPW Director | Frequent updates | Measurable goal met. In Permit Year 3, the Town originally posted stormwater information on its website. In Permit Year 9, Town website was revised to include updated Stormwater Management Program information, including the impact of stormwater on waterbodies and steps/activities the public can take to reduce pollution in stormwater. | As budget and staff time allow, revise website as needed to comply with next Small MS4 General Permit. |
| Revised | | | | <p>Throughout Permit Year 14, Town continues to provide information on the website. See: http://www.town.winthrop.ma.us/departments-public-works/pages/stormwater Also see: http://www.town.winthrop.ma.us/sites/winthropma/files/uploads/mysticriver.pdf</p> <p>Conservation Commission website also provides information on stormwater management, including Town’s illicit discharge ordinance: http://www.town.winthrop.ma.us/conservation-commission</p> | |

2. Public Involvement and Participation

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|---------------|--|-------------------------------|------------------------------|---|--|
| 2a Revised | Maintain Stormwater Advisory Committee (SAC) | DPW Director | Hold SAC meetings as needed. | Component eliminated in Year 7. Due to pending new permit, this BMP was reinstated in Permit Year 9. Town did not have formal SAC meetings in Permit Year 14, but discussions about stormwater occurred through existing plan review procedures and during interdepartmental coordination between Planning, Health, Conservation, and Building. | Continue interdepartmental coordination as needed. Reassess need for SAC under next MS4 General Permit. |
| 2b Revised | Encourage Public Participation in Household Hazardous Waste Collection | DPW | Provide HHW collection | Held HHW collection on May 7 and October 1, 2016. In addition, Town removes trash on a daily basis from at least 45 trash barrels located throughout the Town in priority areas such as public beaches, parks, athletic fields, municipal lots, bus stops, and the business district. Information on HHW collection is provided on Town website: http://www.town.winthrop.ma.us/trash-recycling | As Town budget allows, continue to hold HHW collection. The next HHW collection days will be held on May 6 and October 7, 2017. |
| 2c Revised | Implement Catch Basin Stenciling Program | DPW Director | Purchase and install decals | Measurable goal met. Town has installed “No Dumping – Drains to Ocean” catch basin markers on numerous catch basins during previous permit years but has experienced problems with epoxy mounted decal installations. Due to budget limitations, in Permit Year 12, catch basin program was delayed. | Town will re-instate program as budget and time allows, pending new permit requirements and will consider street marking stencils or curb set markers as an alternative. |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-------------------|---|--|---------------------------|--|--|
| 2d Revised | Hold Water Resource Cleanup Days and Advertise Belle Isle Day | DPW Director DPW Director & Conservation Commission | Collect trash and debris | <p>DPW supports trash removal for all cleanups in Town throughout the year. The Town advertises beach cleanup days through electronic message boards.</p> <p>The Winthrop Cares organization continues to hold cleanups throughout the Town. The DPW is responsible for bag pickups.</p> <p>State Representative Bob DeLeo and DCR co-sponsor a Winthrop Beach Cleanup Day annually (April 9, 2016), and Winthrop and Yirrell Beaches in early May or June.</p> <p>In addition, the Friends of Belle Isle Marsh sponsored a Cleanup on June 11, 2016.</p> <p>Two Revere Beach Cleanup days were held – one on June 25, 2016 and another on October 30, 2016.</p> <p>DPW contracts with Sheriff’s Dept. to clean up roads, sidewalks, cemeteries, etc. Also, the DPW contracts with a Juvenile cleanup program for community service.</p> | Hold additional cleanups as needed and as budget and staff time allow. |

3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-----------------|--|--------------------------------------|--|--|--|
| 3a Revised | Map Outfalls and Receiving Waters | DPW Director | Map outfalls during Years 2 & 3 Update Existing Maps and Field verify information as needed | BMP complete. In previous permit years, Town obtained access to GIS online and has now transitioned to a new GIS hosting contractor. Town's online GIS system includes location of outfalls and now includes pipe connectivity, direction of flow, catchbasins, and manholes. Stormwater drainage system mapping refinements are ongoing to improve this digital database. In PY13, the Town initiated a drainage system gap analysis effort that included new GIS schema development and identification of areas in need of updating due to recent projects. | Town will continue to update mapping as needed and to comply with the terms of the next Small MS4 General Permit. |
| 3b Revised | Review existing Bylaws and Regulations | Planning Department & DPW Director | Determine if existing bylaws/regulations adequate Year 2 | BMP complete. Town determined a new IDDE bylaw was needed. On October 20, 2009, the Town Council voted to approve the Municipal Stormwater Ordinance that regulates illicit discharges and connections and illegal dumping to the MS4. | DPW to enforce ordinance as needed. |
| 3c Revised | Develop and Implement IDDE Plan | Planning Department & DPW Director | Develop plan and begin implementation Screen outfalls during dry weather conditions | BMP complete. Town implements its IDDE program. Through PY14, Town has accessed 51 municipal stormwater drainage system discharge locations (i.e. outfalls) on the Winthrop peninsula for dry-weather illicit discharge screening. | Town will continue IDDE program and will revise IDDE plan to comply with the terms of the next Small MS4 General Permit. |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-----------------|--|--------------------------------------|--|--|-------------------------------------|
| | | | | <p>In 2010, 79 outfall locations were identified for dry weather observation, and 18 outfalls were sampled for pH, temperature, fluoride, ammonia, potassium, and surfactants.</p> <p>During Permit Year 10, the Town worked with a consultant to improve the written IDDE Plan. Town also worked with consultant to conduct visual inspections of outfalls and drainage system in highest priority areas identified in the IDDE plan, which were prioritized based on findings from 2010 IDDE work.</p> <p>Through Permit Year 14, 51 outfalls have been screened with 10 outfalls sampled during dry weather flow. The Town will continue to monitor outfall locations for potential illicit discharges.</p> | |
| 3d Revised | Develop/Modify General Illicit Discharge Bylaw | Planning Board & DPW Director | Recommend modification/development of bylaw Year 2 | BMP complete. In Permit Year 5, Town hired a consultant and drafted bylaw. On October 20, 2009, the Town Council voted to approve the municipal stormwater ordinance that regulates illicit discharges and connections, and illegal dumping to the MS4. | DPW to enforce ordinance as needed. |
| 3e Revised | Present to Town Council | Planning Board & DPW Director | Town council to adopt | BMP complete. On October 20, 2009, the Town Council voted to approve the municipal stormwater ordinance that regulates illicit discharges and connections, and illegal dumping to the MS4. | DPW to enforce ordinance as needed. |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-----------------|---|--------------------------------------|---|--|--|
| 3f | Education about Illicit Discharges/ Illegal dumping | DPW Director | Educate public employees, businesses, and the general public of hazards associated with illegal discharges and improper waste disposal. | <p>In Permit Year 13, Town continued to offer a brochure about Illicit Discharges and Illegal Dumping at DPW.</p> <p>The Town of Winthrop has also increased enforcement of illegal dumping and Fats, Oil, and Grease education efforts within the restaurant community. In PY 13, approximately 30 letters were sent to restaurants reminding them of their obligations to maintain grease traps. Enforcement of grease trap monthly inspections is increasing.</p> <p>DPW also educates public about trash and household hazardous waste disposal. DPW informally educates staff about proper pollution prevention and waste disposal. Conservation Commission has public education information available on website about proper waste disposal, pet waste, storm drain pollution, auto industry pollution, and pollution prevention practices. See http://www.town.winthrop.ma.us/sites/winthropm/files/uploads/mysticriver.pdf</p> | Continue current education practices as budget and staff time allow. |

4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-----------------|--|--------------------------------------|--|--|--|
| 4a Revised | Review Existing Site Inspection Practices | Planning Department & DPW Director | Develop regulatory compliance analysis Develop site inspection checklists | In Permit Year 14, DPW, Building, and Conservation Commission continued to coordinate inspections of construction sites and clarify contractor expectations for stormwater management on construction sites. Utilized inspection checklists as needed. | Continue existing inspection practices. Revise BMP as needed to comply with the next General Permit. |
| 4b Revised | Develop/Modify Site Inspection Program | Planning Department & DPW Director | Draft program and review with Building Department | Town continues to utilize existing checklist and sign-offs to verify construction is being conducted according to plans. | Continue existing inspection program. Revise BMP as needed to comply with the next General Permit. |
| 4c Revised | Review Existing Bylaws and Regulations | Planning Department & DPW Director | Determine if existing bylaws/ regulations adequate Year 2 | No activities planned for Permit Year 14. Measurable goal met in prior permit years. In a previous permit year, DPW determined that existing code, building code and wetlands bylaw appear to be adequate to regulate stormwater runoff from construction sites. | None. Revise BMP as needed to comply with the next General Permit. |
| 4d Revised | Develop/Modify Bylaws for Construction Site Runoff | Planning Department & DPW Director | Develop bylaw based on 4a thru c | No activities planned for Permit Year 14. Assessment conducted in previous permit year determined that a new bylaw to manage stormwater runoff from construction is not necessary. | None. Revise BMP as needed to comply with the next General Permit. |
| 4e Revised | Present Bylaw to Town Council | Planning Department | Submit Town Meeting Article | No activities planned for Permit Year 14. Assessment conducted in previous permit year determined that a new bylaw to manage stormwater runoff from construction is not necessary. | None. Revise BMP as needed to comply with the next General Permit. |

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 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-----------------|---|--|--|---|--|
| 5a Revised | Review Existing Site Inspection Practices | Planning Board & DPW Director | Develop regulatory compliance analysis Develop site inspection checklists | Throughout Permit Year 14, DPW, Building, and Conservation Commission continued to coordinate inspections of construction sites and clarify contractor expectations for post-construction stormwater management on new development and redevelopment. | Continue existing inspection practices. Revise BMP as needed to comply with next General Permit. |
| 5b Revised | Develop/Modify Inspection & Maintenance Practices | Planning Board & DPW Director | Draft program and review with Building Dept. | Town continues to utilize existing checklist and sign-offs to verify construction is being conducted according to plans. | Continue existing inspection program. Revise BMP as needed to comply with next Permit. |
| 5c Revised | Review Existing Bylaws and Regulations | Planning Department | Determine if existing bylaws/regulations are adequate, Year 2 | No activities planned for Permit Year 14. Measurable goal met in prior permit years. Prior to Permit Year 12, DPW determined existing code, building codes and wetlands bylaw appear to be adequate to regulate post-construction stormwater management on new development and redevelopment. | None. Revise BMP as needed to comply with next Permit. |
| 5d Revised | Develop/Modify Bylaws for Post Construction Site Runoff | Planning Department Planning Board & DPW Director | Develop bylaw based on 5a thru c | No activities planned for Permit Year 14. Assessment conducted during previous permit year determined that a new bylaw to manage post-construction stormwater management on new development and redevelopment is not necessary. | None. Revise BMP as needed to comply with next Permit. |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-------------------|-------------------------------|--------------------------------------|-----------------------------|---|--|
| 5e Revised | Present Bylaw to Town Council | Planning Board & DPW Director | Submit Town Meeting Article | No activities planned for Permit Year 14. BMP not necessary due to assessment conducted in previous permit year that determined a new bylaw to manage post-construction stormwater management on new development and redevelopment is not necessary. | None. Revise BMP as needed to comply with the next General Permit. |

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 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|---------------|---------------------------------------|-------------------------------|---|---|---|
| 6a Revised | Maintain Street Sweeping Program | DPW | Sweep all street twice per year, Years 1-5 | <p>In 2016, Town swept each street numerous times. Town-wide street sweeping was held the last week of each month, April through October. In addition, main streets were swept a second time each month.</p> <p>The 2016 street sweeping dates were: April 25-29; May 23-27; June 20-24; July 25-29; August 22-26; and September 26-30.</p> <p>Sweepings were removed and disposed of by Casella Waste in accordance with Massachusetts Street Sweeping Guidelines.</p> | Town plans to continue street sweeping as budget allows. |
| 6b Revised | Maintain Catch Basin Cleaning Program | DPW | Check basins annually Clean basins as required | <p>Town cleans catch basins as required, and to address complaints and problem areas. In 2016, Town continued its catch basin cleaning program. The Town owns a catch basin cleaning vacuum truck.</p> <p>CB cleanings were removed and disposed of by Casella Waste in accordance with Massachusetts Guidelines.</p> <p>Town provides curbside leaf pickup two weeks per year, as well as Christmas tree pickup two weeks per year.</p> <p>April through November the Town offers lawn and leaf drop off at the compost facility at the DPW.</p> | Town plans to continue catch basin cleanings as budget allows. Town will re-assess cleaning program as needed to comply with the next General Permit. |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|-----------------|---|--------------------------------------|---|--|--|
| 6c Revised | Perform Site Visits to Examine Existing Practices at Facilities | DPW Director | Target all applicable municipal facilities Year 3 | <p>Town facilities include: DPW building, two fire stations, Police Department Town Hall, two elementary schools, middle school, high school, cemeteries, and ball fields and parks. Facilities Director performs site visits to buildings and schedules maintenance as needed. Parks and Recreation Department and DPW Department inspect and manage the ball fields and parks. The Cemetery Division of the DPW manages the cemeteries.</p> <p>Public schools continue to purchase only “green” cleaning products for less toxic exposure and presumed benefits for any outdoor exposure of these materials.</p> | Continue site visits and maintenance practices. Revise BMP as needed to comply with next General Permit. |
| 6d Revised | Train Municipal Employees at Each Facility | DPW Director | Target all applicable municipal facilities Year 3 | <p>Municipal employees are trained informally and on-the-job on pollution prevention and good housekeeping practices for municipal facilities.</p> <p>Sewer and Water staff have a dedicated training program budget and undertake a variety of training each year, including confined space, water quality sampling and/or hazardous materials.</p> | Continue existing education efforts. Revise BMP as needed to comply with next MS4 General Permit. |
| 6e Revised | Perform Follow-ups to ensure Required Practices are met | DPW Director | <p>Target all applicable municipal facilities Years 4 & 5</p> <p>Target all applicable municipal facilities by year 6</p> | As described in BMP 6c, inspections and maintenance are conducted by Town staff. | Continue existing program. Revise BMP as needed to comply with next MS4 General Permit, once issued. |

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

Based on review of the Massachusetts 2012 Integrated List of Waters, Lynn Harbor (MA93-53) is covered in the Pathogen TMDL Report developed for the North Coastal Watersheds. In 2017 a Draft Pathogen TMDL Report was developed for the Boston Harbor Watershed and addresses Winthrop Bay (MA70-10) and Boston Harbor (MA70-01). The following BMPs were previously included in annual reports and continue to be listed to address the discharge of pollutants of concern from the MS4 to impaired waterbodies.

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|---------------|--|---|--|---|--|
| 7a Revised | Implement BMPs listed in MCM 3 | DPW Director | During Years 2 and 3 | No measurable goals planned for Permit Year 14. | Continue to implement IDDE BMPs under MCM 3 as budget and staff time allow. |
| 7b Revised | Review Winthrop Bay Existing Water Quality Data | DPW Director | Determine Winthrop contribution Year 4 | No measurable goals planned for Permit Year 14. Town has previously coordinated with Mystic River Watershed Associated on water quality testing. | None. |
| 7c Revised | Review Effect of MWRA CSO on Water Quality | DPW Director | Determine MWRA CSO contribution Year 4 | No measurable goals planned for Permit Year 14. | None. |
| 7d Revised | Initiate Illicit Connection Detection and Elimination Plan | DPW Director | Begin plan during Year 5 | See BMP 3.c. | Continue IDDE efforts as budget and staff time allow, in accordance with 2003 General Permit requirements. |
| 7e Revised | Enforce Dog Waste disposal ordinance (Chapter 6.04) | Animal Control Officer / Health Inspector | Enforce ordinance as needed | Enforced Town ordinance which requires that “each person who owns, possesses or controls a dog walking in any area of Winthrop other than his or her own private property is responsible for the removal and disposal of any feces left by the dog on any sidewalk, gutter, street or other public area. Persons walking dogs must carry with them a device designed to dispose of dog feces. Such devices include but are not limited to plastic or paper bags or pooper-scoopers. Exempt from the requirements of this section are assistance dogs in the service of their handlers.” | Continue to enforce as needed. |

Part IV. Summary of Information Collected and Analyzed

Sampling was conducted at Winthrop's public beaches. Results are available at http://mass.digitalhealthdepartment.com/public_21/beaches.cfm