

Municipality/Organization: Maynard, MA
EPA NPDES Permit Number: MA041208
MassDEP Transmittal Number: W-035581
Annual Report Number & Reporting Period: Year 15
April 1, 2017 – March 31, 2018

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2018)

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: Andrew Scribner-MacLean

Title: Acting Town Administrator

Date: 4-26-18

Part II. Self-Assessment

During Permit Year 15, the Town of Maynard continued its 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 (Engineering, Water/Sewer, Facilities, and Highway), Conservation Commission, Planning Department, and Town Administrator. The SWMT members coordinate regularly and focus on stormwater management activities.

During Permit Year 15, the SWMT prepared to meet requirements of the new 2016 MS4 Permit. Staff from DPW and Conservation Division attended a MS4 Permit training workshop provided by Baystate Roads and participated in the MAGIC municipal stormwater coalition led by MAPC. The Town also began preparing written plans and procedures that will be required under the 2016 MS4 Permit, using templates developed by the Central Massachusetts Regional Stormwater Coalition.

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 completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions. 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 15 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1.1.1 Revised	Homeowner Focus – Mail educational flyer with stormwater survey	SuAsCo Council and Stormwater Management Team (SWMT)	YR01: Flyer distribution. Community survey. YR02-15: 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 were infeasible. No measurable goals were planned for Permit Year 15.	Measurable goals for the 2003 General Permit have been met.
1.1.2 Revised	Homeowner Focus – SWMT Brochures available at Town Hall	SWMT	YR04-15: Brochures available at Town Hall.	<p>Measurable goal met. Brochures continue 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;</i> and • <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.</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>

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1.2.1	Student Focus – Teach stormwater lesson to 5 th grade students	SuAsCo Council and SWMT	YR01: None YR02: Prepare and implement lesson. YR03-15: None	BMP completed in Permit Year 2. No measurable goals were planned for Permit Year 15.	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. YR04-15 None.	BMP complete. In Permit Year 15, each household was mailed a copy of the Water Quality Report for Maynard. The Water Quality Report included information on source control and water conservation.	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 YR06-15: Press releases related to stormwater program.	The Town did not issue any press releases related to stormwater during Permit Year 15.	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. YR06-15: None	BMP complete. No measurable goals were planned for Permit Year 15.	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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2.1.1	Homeowner Focus – circulate stormwater traveling display	SuAsCo Council and SWMT	YR01: Develop display and feature at 3 locations. YR02-04: None. YR05-15: Stormwater display.	Display entitled <i>Maynard's Stormwater Management Program</i> continues 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	YR03-15: Annual cleanup and other cleanups across town.	OARS hosted the Annual Assabet River Cleanup on September 16, 2017. The Maynard Litter League held a town-wide cleanup on April 15, 2017, and a Litter Busters Cleanup (short mini-cleanup in the downtown area) on July 16, 2017. Maynard DPW supported waste removal efforts during these cleanups.	Measurable goals for the 2003 General Permit have been met. DPW will continue to support waste removal efforts for the Assabet River Cleanup and Maynard Litter League events. Maynard will host its first annual Earth Day / Arbor Day Celebration on April 22, 2018.
2.5.1	General Public Focus – LID By-law Meetings	SWMT	YR04-07: Hold meetings to create a stormwater and LID Bylaw. YR08-15: None.	BMP Complete. Throughout Permit Years 4, 5, 6, and 7, the Town held 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).	Measurable 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.1.1	Stormwater System Mapping – Map outfalls	DPW	YR01-04: Field check GIS map locations of outfalls. YR04: None YR05: 100% of outfalls will be field checked. YR06-15: 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 Years 11 and 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	YR01-15: Build GIS system for stormwater planning.	In previous permit years, the Town built a GIS system and completed GIS mapping of all Town-owned drainage infrastructure, including catch basins, manholes, interconnections, and outfalls. No further mapping was conducted in Permit Year 15.	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	YR01-15: New BMP structures identified and included in GIS mapping	No mapping of structural BMPs was conducted during Permit Year 15. DPW is in the process of transitioning their mapping to a new GIS system that will improve asset management for their stormwater infrastructure.	Measurable goals for the 2003 General Permit have been met. The Town plans to update the drainage mapping with Town-owned structural BMPs after transition to the new GIS system is complete.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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. YR07-15: Adopt Bylaw with consideration for regulations.	BMP Complete. In Year 15, Maynard Conservation Commission promulgated regulations for the <i>Stormwater Management Bylaw</i> . The regulations establish a \$200 application fee for Stormwater Management Permits.	Measurable goals for the 2003 General Permit have been met. Maynard Conservation Commission will continue to implement the Stormwater Management Bylaw and regulations.
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. YR07-15: 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.	Measurable 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. YR06-15: Town Departments separately and together monitor compliance.	Members of SWMT continue 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.	Measurable 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.	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 15, no signs of illicit discharges or illegal	Measurable goals for the 2003 General Permit have been met. The Town will continue to address illicit discharges and illegal dumping activities.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
			YR06-15: Document illicit discharges and illegal dumping.	dumping were observed during cleaning and/or inspections of catch basins and outfalls.	
3.4.1	Educational Outreach – Inform public employees, business, and general public of hazards of illicit discharges	SuAsCo Council and SWMT	YR01: None. YR02-15: Information materials distributed.	Town staff continue to be aware of hazards of illicit discharge and illegal dumping. The Town provides notices regarding illicit discharge and illegal dumping at the Town Hall and Fire Station bulletin boards, and in the Maynard Recycling Information pamphlets provided to residents/businesses.	Measurable goals for the 2003 General Permit have been met. The Town will continue to 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 YR05-15: 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. YR05-15: Conduct Annual Hazardous Waste Day.	The Town held their annual Household Hazardous Waste Collection Day on November 11, 2017 with 30 households participating. In addition, Maynard residents may bring their household hazardous waste to collection events in neighboring towns, or directly to the Minuteman Hazardous Products Regional Facility in Lexington. Local Boy Scout Troop 140 held Electronics Recycling and Bottle Drives on October 28, 2017 and March 24, 2018.	Measurable goals for the 2003 General Permit have been met. The Town will continue to hold the annual household hazardous waste collection day.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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 YR05-15: 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 Bylaw. 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 YR06-15: 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. In Permit Year 15, the Conservation Commission promulgated regulations for the Stormwater Management Bylaw. The regulations include specific requirements for construction site erosion and sediment control.	Measurable goals for the 2003 General Permit have been met.
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. YR06-15: 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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. YR06-15: 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 were 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. YR06-15: 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. YR02-15: Complaints to be handled on a case-by-case basis.	During Permit Year 15, the Town did not receive any complaints regarding construction-site stormwater management 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.1.1 Revised	Regulatory Mechanism – Develop and implement bylaws regulating controls for post-construction runoff utilizing appropriate BMPs	SWMT	YR01: Draft bylaw YR02-03: Revise bylaw YR04-15: 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. In Permit Year 15, the Conservation Commission promulgated regulations for the Stormwater Management Bylaw. The Town continues to implement the <i>Stormwater Management Bylaw</i> . During Permit Year 15, the Town issued four permits under the stormwater bylaw.	Measurable goals for the 2003 General Permit have been met. The Town will continue to implement the <i>Stormwater Management Bylaw</i> .
5.2.1 Revised	Review BMP Designs – Pre-construction review for conformance with standards/regulations	Planning Board/ Conservation Commission	YR01-15: Review each project.	Town continues 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.
5.3.1 Revised	Site Inspection/ Enforcement Procedures – During construction, inspect that BMPs are properly constructed	Planning Board/ Conservation Commission	YR01-15: 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.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.3.2	Site Inspection/ Enforcement Procedures – Post-construction provide inspection to ensure that BMP O&M procedures have been followed	DPW	YR01: None YR02-YR03: Identify and train staff. YR04-15: 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. YR05-15: 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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. YR07-15: Implement training program initiatives.	Town employees continue 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 the 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. During Permit Year 15, DPW initiated a health and safety management program.	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	YR01-15: Annual inspection and cleaning.	The Town continues to inspect and maintain structural stormwater BMPs. During Permit Year 15, the Town re-built 10 catch basins. The Town continues to optimize catch basin and outfall cleanings to focus on problem areas. DPW inspects catch basins in problem areas before 1" of rain or more is expected. In Permit Year 15, all 929 catch basins were cleaned by Sam's Catch Basin Cleaning Company and approximately 400 cubic yards of sediment and debris were removed.	Measurable goals for the 2003 General Permit have been met. The Town will continue to maintain the drainage system and document repairs.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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. YR09-15: Inspect BMPs in accordance with long-term O&M plans.	Town-owned structural BMPs consist of catch basins (addressed under BMP 6.2.1), several BMPs at the High School, a water quality swale at Euclid Ave, and a water quality swale at the Highway Garage. New structural BMPs are under construction at Green Meadow playground. During Permit Year 15, structural BMPs were inspected and maintained in accordance with the long-term O&M plan prepared in accordance with the Massachusetts Stormwater Standards and local Stormwater Management Bylaw.	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 YR06-15: 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 in 2008.	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. YR05-15: 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 in 2008. In Permit Year 15, 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6.4.4	Municipal Industrial Operations – Review salt storage operations	DPW	YR01-15: 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. The Town previously purchased a new deicing unit, which is designed to reduce the amount of sand and deicing agent applied.</p> <p>No sand was applied during Permit Year 15. Approximately 1,125 tons of magnesium chloride/sodium chloride mix were used for winter deicing. Salt mixture storage operation continues 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 YR02-15: Annual street sweeping.	<p>In Permit Year 15, 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 15, approximately 150 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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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. YR06-15: 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.

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	YR05-15: Distribute brochures and display posters.	Display entitled <i>Maynard's Stormwater Management Program</i> continues to be exhibited at Town Hall. The display describes phosphorus in the Assabet River and phosphorus reduction activities. EPA and SuAsCo brochures continue 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. YR07-15: None.	BMP complete. No measurable goals planned for Permit Year 15. 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 Memoranda of Understanding for BMP and performance standard modifications of the TMDL provided on the MassDEP website.¹

Maynard's Stormwater Management Program includes 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 MCMs 1 through 6 help prevent phosphorus, pathogens, organics, and metals from entering the water bodies within Town, including 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.

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

Part IV. Summary of Information Collected and Analyzed

No additional information was collected in Permit Year 15.

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, 2017 through March 31, 2018)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	~\$12,000 disposal and estimated \$34,000 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 %)	30
▪ 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					X
▪ 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 %)	0%
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) **	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	24
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 %)	3
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 **	(#)	929
Qty. of storm drain cleaned **	(%, LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	400 cu. yd.
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill
Basin Cleaning Costs		
<ul style="list-style-type: none"> Annual budget/expenditure (labor & equipment)** 	(\$)	~\$15,000
<ul style="list-style-type: none"> Hourly or per basin contract rate ** 	(\$/hr or \$)	\$70/hr

	per basin)	
• 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)	150 cu. yd.
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill
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 %)	Y
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/l _n mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/l _n 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	