

SENT VIA EMAIL

September 14, 2023

Holliday Keen
Maine Department of Environmental Protection
17 State House Station
Augusta, ME 04333-0017

Re: Town of Scarborough Annual Report for Permit #MER041000

Dear Ms. Keen:

Please find the enclosed Permit Year 1 (2022-2023) Annual Report for permit #MER041000, the Maine General Permit for the Discharge of Stormwater from Small State and Federally Owned Municipal Separate Storm Sewer Systems. I am happy to answer any questions you may have related to the Town of Scarborough's Permit Year 1 activities.

Sincerely,
TOWN OF SCARBOROUGH



Angela Blanchette, PE
Town Engineer

cc: Thomas Hall, Town Manager (via email)
Autumn Speer, Planning Director (via email)
Douglass Howard, Public Works Director (via email)

Engineering & Technical Services

259 US Route One | PO Box 360 | Scarborough, ME 04070 | P: 207.730.4400 | scarboroughmaine.org

The Municipality is assumed to be generally in compliance with the terms and conditions of the MS4 General Permit and the permittee specific DEP Order, unless otherwise indicated in the progress and status below. The components of the Municipal stormwater management program are effective, the BMPs in the Stormwater Management Plan are appropriate, and Permit Year 1 Measurable Goals have been implemented to reduce the discharge of pollutants to the Maximum Extent Practicable unless otherwise specifically described in this Annual Report.

BMP/ Measurable Goal ID	BMP/Measurable Goal Name	BMP/Measurable Goal Progress and Status
Public Education		
1.1a	Raise Awareness- Public	<p>Message: "Water that lands on our roads, roofs, and other hard surfaces picks up pollutants and carries them to our local waterbodies without being treated."</p> <p>Tool 1: Think Blue Maine Website Content updated 12/21/2022 by switching website platform, updating layouts, and adding search engine optimization features. Website traffic: 1,165; updated 6/12/2023 by adding new page to host pet waste information, research project, and act as landing page for online ads. Website traffic: 3,220.</p> <p>Tool 2: 12 posts on Think Blue Maine Instagram account on 1/12/23, 1/26/23, 2/9/23, 2/23/23, 5/12/23, 5/13/23, 5/14/23, 5/14/23, 5/15/23, 5/17/23, 6/1/23, 6/6/23. Post engagement: 43 Post Views: 416</p> <p>Tool 3: Social media ad on Think Blue Maine Instagram account from 3/8/23 - 6/6/23. Ad engagement: 805 People reached: 1,347</p>
1.1b	Raise Awareness- Contractors	<p>Message: "Through erosion and sediment control best management practices training and certification, contractors can reduce the potential to negatively impact local water bodies."</p> <p>Tool 1: 7 hour DEP training at CCSWCD office, 26 people, 7/28/22</p> <p>Tool 2: 3 Partner Content Shares on Facebook, 6/2/23, 6/3/23, 6/4/23, People Reached: 654 Post Engagement: 29</p> <p>Tool 3: Google Ad, 3/6/23 - 6/30/23</p> <p>Ad engagement: 5, People reached: <100</p> <p>A Google Ad Performance Max campaign was created and successfully submitted. In testing this new marketing tool, the ad was budgeted a low daily dollar amount and a very specific, small audience for 90 days. The ad was run by Google; however, it did not receive measurable impressions (<100) because of the low dollar amount and niche audience. The ad linked directly to DEP Training (on the DEP website) which unfortunately prevented corroborating ad conversions and analytics data from being collected. The Google Ad strategy has been corrected accordingly for PY2.</p>

1.2a	Behavior Change - 25-34	<p>Message: "Dispose of dog waste as a solid waste, so it does not end up in our stormwater. Once in the stormwater, dog waste contributes nutrients, bacteria, and pathogens to our ponds, lakes, streams, rivers, and bays, which can lower property values, harm our drinking water, and hinder recreational and economic opportunities."</p> <p>Tool 1: 12 posts shared on Think Blue Maine Instagram account on 1/17/23, 1/31/23, 2/14/23, 2/28/23, 3/14/23, 3/28/23, 5/11/23, 5/11/23, 5/18/23, 5/20/23, 6/2/23, 6/30/23, Post Engagement: 33 Post Views: 352</p> <p>Tool 2: 3 Content Shares with Partner on Instagram stories on 6/22/23, 6/23/23, 6/28/23 Post Views: 2,625</p> <p>Tool 3: 4 Outreach Events 6/3/23, 6/11/23, 6/27/23, 6/30/23, 72 interactions in age group.</p> <p>Regional behavior observation data (July 2022): MDT Blue Seal entrance: 7 dogs, 28.6% visibly carried dog bag supplies, no observed dog deposits MDT Gambo entrance: 16 dogs, 56.3% visibly carried dog bag supplies, 100% successful dog deposits cleaned up MDT Shaw entrance: 9 dogs, 55.6% visibly carried dog bag supplies, no observed dog deposits Royal River Park: 8 dogs, 25.0% visibly carried dog bag supplies, no observed dog deposits Willard Beach: 44 dogs, 61.4% visibly carried dog bag supplies, 100% success dog deposits cleaned up Quarry Run Dog Park: 26 dogs, 65.4% visibly carried dog bag supplies, 75.0% success dog deposits cleaned up Saco Dog Park: 6 dogs, 100% visibly carried dog bag supplies, 100% success dog deposits cleaned up Field survey second survey deposits at Higgins Beach (for both BMP 1.2 audiences): 0</p> <p>Scarborough Public Works crew did not note pet waste bags in catch basins during PY1 catch basin cleaning activities.</p>
1.2b	Behavior Change - 35-55	<p>Message: "Dispose of dog waste as a solid waste, so it does not end up in our stormwater. Once in the stormwater, dog waste contributes nutrients, bacteria, and pathogens to our ponds, lakes, streams, rivers, and bays, which can lower property values, harm our drinking water, and hinder recreational and economic opportunities."</p> <p>Tool 1: 12 posts shared on Think Blue Maine Facebook account 1/17/23, 1/31/23, 2/14/23, 2/28/23, 3/14/23, 3/28/23, 5/11/23, 5/11/23, 5/18/23, 5/20/23, 6/2/23, 6/30/23 Post Engagement: 140 Post Views: 2,986</p> <p>Tool 2: 1 Item with Branding: Disposable pet waste bag screen print "Protecting water quality from poo-llution", 223 rolls distributed</p> <p>Tool 3: 90 Days Facebook Ads, 3 ads consecutively run from 3/3/23 - 6/1/23, People Reached: 5,350 Ad Engagement: 412</p> <p>Regional behavior observation data (July 2022): MDT Blue Seal entrance: 2 dogs, 0.0% visibly carried dog bag supplies, no observed dog deposits MDT Gambo entrance: 18 dogs, 33.3% visibly carried dog bag supplies, 100% successful dog deposits cleaned up MDT Shaw entrance: 18 dogs, 33.3% visibly carried dog bag supplies, 100% successful dog deposits cleaned up Royal River Park: 22 dogs, 40.9% visibly carried dog bag supplies, 100% successful dog deposits cleaned up Willard Beach: 55 dogs, 50.9% visibly carried dog bag supplies, 100% success dog deposits cleaned up Quarry Run Dog Park: 21 dogs, 52.4% visibly carried dog bag supplies, 60.0% success dog deposits cleaned up Saco Dog Park: 3 dogs, 66.6% visibly carried dog bag supplies, 100% success dog deposits cleaned up</p>
1.3a	Effectiveness Evaluation-Annual Report	As stated in 1.1b, online ads using Google will be adjusted based on technical assistance feedback from Google tech support to improve ad effectiveness with their AI.
1.3b	Effectiveness Evaluation - PY5	Not applicable this permit year.

1.4	Optional Activities	<p>Youth Education Total number of Scarborough students reached: 315 Schools: Wentworth School, Scarborough Middle School Lesson Topics: Water quality, water pollutants, watersheds</p> <p>YardScaping: Healthy Lawn Care Made Easy YardScaping events were held at the Portland Farmer's Market on 9/10/22 (19 interactions) and Cumberland Farmer's Market on 10/1/22 (11 interactions). Regional workshops were held on 8/9/22 (Cape Elizabeth) and 4/11/23 (Gorham). 63 attendees completed 27 surveys after the workshops. Of those completed surveys, the top five YardScaping practices people are planning to implement are setting their mowers to 3" high (100%), sharpening their mower blades (100%), overseeding (94%), using low maintenance seed varieties (94%), and leaving their grass clippings (90%). Follow up surveys are conducted in the next permit year after a growing season has occurred.</p> <p>24 retailers agreed to have products that align with YardScaping recommendations tagged in their location.</p>
Public Involvement and Participation		
2.1	Public Notice	<p>Public Notice was provided for all public meetings and hearings related to updates to Ch. 419 - Post-Construction Stormwater Infrastructure Ordinance and adoption of Ch. 420 - Erosion & Sedimentation Control at Construction Sites Ordinance. The following Committees and Boards met on the following dates to either review the ordinances or have public hearings. See attachment 2 for the timeline for adoption and updates of Town ordinances.</p> <p>Public Attendance is not kept for public meetings, but a quorum was present for each committee or board meeting to allow an official vote to move the ordinance changes forward.</p>
2.2	Public Event	<p>347 people registered and 301 people participated in the Urban Runoff 5k on 4/22/2023. Participants either ran, walked, or volunteered in support of clean water education in regional schools and increased awareness of stormwater issues within view of Casco Bay. The event was advertised through the Town's e-newsletter (3/15/2023, 4/15/2023), the Cumberland County Soil & Water Conservation District's social media accounts and e-newsletters, and WMTW Channel 8 Maine's CW throughout the month of April.</p> <p>The Town of Scarborough also partnered with the Cities of Biddeford and Saco to offer three household hazardous waste collection days this permit year. Collections were held on 7/9/2022 (Saco), 9/10/2022 (Biddeford), and 5/13/2023 (Scarborough). A total of 240 Scarborough residents participated in the three events.</p>
Illicit Discharge Detection and Elimination		
3.1	Continue to Implement the Non-Stormwater Discharge Ordinance	<p>No Notices of Violation were issued for illicit discharges. The Town's Non-Stormwater Discharge Ordinance was amended and amended changes were adopted on July 19, 2023. Changes to the ordinance include adding language in the allowable non-storm water discharges as follows: "dechlorinated" hydrant flushing, individual residential car washing "(where discharge is not directly into a wetland or body of water)", and "dechlorinated" water from swimming pools.</p>
3.2a	Maintain the Written IDDE Plan	<p>IDDE Plan is being implemented and has been updated to address questions that arose during the PY1 dry weather outfall inspections that were conducted by the Town's contracted engineering firm. These changes include adding information on how to determine whether to sample each outfall for E. coli or enterococci, removing a whiteboard from the field equipment list, and adding changes made as described in BMP 3.1 above.</p>
3.2b	Conduct a Wet Weather Assessment	<p>Not applicable this permit year.</p>
3.3	Maintain Storm Sewer System Infrastructure Map	<p>Stormwater map was maintained.</p> <p>Eight (8) New outfalls were mapped due to construction activities and found during PY1 dry weather outfall inspections.</p>

3.4a	Conduct Infrastructure Inspections (Outfalls, ditches, and catch basins)	56 outfalls were inspected during dry weather in PY1. Two (2) outfalls were inaccessible. One of the inaccessible outfalls was traced upstream to a catch basin. This catch basin was inspected and no flow was observed. The second outfall could not be located due to heavy vegetation in the area. This outfall will be revisited in the fall or spring. None of the outfalls exhibited evidence of illicit discharge. 1193 catch basins were inspected in PY1. Ditches are inspected as part of routine maintenance work and other opportunistic inspections, during PY1 DPW performed ditch work on 26 streets within the urbanized area.
3.4b	Monitor Flowing Outfalls During Dry Weather	Seven (7) outfalls were sampled for dry weather flow and none exceeded the IDDE Plan thresholds for further investigation. See attachment 3 for inspection and laboratory analytical results and sampling dates.
3.5	Conduct Investigations of Suspected Illicit Discharges	No suspected illicit discharges were detected.
3.6a	Significant Contributors of Pollutants - Hydrant Flushing	Portland Water District provided a report of Hydrant Flushing activities, which indicated PWD continues to dechlorinate hydrants during flushing to meet the Maine DEP Guidance threshold of 0.05 mg/l TRC before discharge. No hydrant discharges exceeded the 0.05 mg/l TRC Guidance threshold. The Maine Water Company provided a report of Hydrant Flushing activities, which indicated they did not flush any hydrants in Scarborough during PY1.
3.6b	Significant Contributors of Pollutants - Non-Stormwater Discharges	No new significant contributors were identified this permit year.
Construction Site Runoff Control		
4.1a	Update Site Plan Review Procedures to Reference Erosion and Sedimentation Control Ordinance	The Town's Site Plan Review Ordinance and all other Ordinances that require erosion and sedimentation control were updated to reference the new Erosion and Sedimentation Control at Construction Sites Ordinance and were adopted by the Town on 7/19/2023.
4.1b	Develop Erosion and Sedimentation Control Standards	The Town adopted a new Erosion and Sedimentation Control at Construction Sites Ordinance on 4/19/2023 (https://resources.finalsite.net/images/v1690485377/scarboroughmaineorg/olvfdbwuni6nynereg8/420-ESOrdinance.pdf). See attachment 2 for the list of meetings held.
4.2	Site Plan Review Procedures	Site Plan Review procedures were implemented this Permit Year.
4.3	Procedures for Notifying Construction Site Developers and Operators	Notifications continued during discussions with developers, via the Town's Planning Board review process, and during compliance review at pre-construction meetings.
4.4a	Conduct Construction Site Inspections	The Town continued implementing its procedures for active construction site inspections.
4.4b	Document Construction Site Inspections	The Town continued to document all active construction sites that trigger site inspections and are summarized in attachment 4 for the list of sites in the urbanized area disturbing one acre or more of land during this Permit Year.
Post Construction		
5.1a	Develop and Submit a Model LID Ordinance	LID strategies document was submitted to DEP for Public Comment on 9/1/2022. DEP provided a letter of no objection in December 2022.
5.1b	Adopt LID Ordinance	Though Friends of Casco Bay is appealing process, the Town plans to proceed with adoption of LID Strategies by 7/1/2024 as required by MS4 Permit Modification, dated 11/23/2021.

5.2a	Track Post Construction Sites	<p>Total number of MS4 Post Construction Sites: 32 Number of sites with functioning post construction BMPs: 32 Number of sites requiring maintenance or remedial action: 16 (maintenance complete at 15 sites prior to the report submission date; the Town is working with the remaining landowner to complete routine maintenance) Number of sites not reporting and status of NOV's issued: 0</p> <p>A summary list of all post-construction sites is provided in attachment 5.</p>
5.2b	Update Post Construction Ordinance	<p>Ordinance changes were adopted. (https://resources.finalseite.net/images/v1682557199/scarboroughmaineorg/uvjcpfjsivp6qotyvqz/419-Post-Construction-Stormwater-Infrastructure-Management-Ordinance.pdf)</p> <p>See attachment 2 for a list of public meetings held.</p>
Pollution Prevention Good Housekeeping		
6.1a	Review and Update Inventory of Municipal Operations	The inventory of municipal facilities was reviewed in 2023. No changes were made.
6.1b	Review and Update Operation and Maintenance (O&M) Procedures	O&M Procedures were reviewed and updated in Spring 2023 by all parties. O&M procedures were updated for the Public Safety Department, Community Services Department (buildings & grounds), and the School Department (facilities).
6.2a	Training - Public Works and Community Services	One Public Works employee and one Community Services employee attended the 1.5 hour ISWG Regional Training in Gorham on 4/4/2023. This training covered the following topics: stormwater permits requirements; O&M plans and SWPPPs; structural and nonstructural BMPs; facilities management for waste management, janitorial procedures, pools, painting, landscaping, plowing; vehicle and equipment fueling, washing, and storage; and reporting. The remaining Public Works Employees were trained on 4/20/23.
6.2b	Training - Public Safety and Schools	Stormwater Management O&M Procedures is incorporated into annual training for Public Safety staff. The Scarborough Public Schools Facilities Director received information about their O&M Procedures.
6.3	Street Sweeping	Street sweeping began in March 2023. All municipal streets and paved parking lots where winter maintenance activities occurred were swept.
6.4a	Inspect Catch Basins	<p>1193 catch basins were inspected and cleaned (>50%) All catch basins that had excess sediment in PY9 were inspected and were cleaned if the sump was more than 50% full.</p>
6.4b	Track Catch Basins that Accumulate Excess Sediment	No catch basins had excess sediment during PY1 inspections. The catch basins along the Town's highest volume corridors are proactively cleaned annually.
6.4c	Catch Basin Grit Re-Use and Disposal	Catch basin grit was disposed of at an appropriately licensed solid waste facility.
6.5	Maintain and Upgrade Stormwater Conveyances and Outfalls	DPW installed/replaced 550 feet of culverts and storm drain pipes, repaired or replaced ten (10) catch basins, and completed ditch work from April through November 2022, based on the current prioritized schedule.
6.6a	Amend the Town's Stormwater Pollution Prevention Plan (SWPPP)	In June 2022, the Town amended and adopted the Public Works Department SWPPP to comply with the requirements specified in Part IV.C.6.d of the 2022 MS4 General Permit.
6.6b	Implement the SWPPP	The Town implemented the SWPPP during PY1.
Impaired Waters		
7.1a	Red Brook - Chloride Reduction Training for Municipal Staff	The Deputy Public Works Director and Community Services Parks Manager attended the 11/16/2022 Maine Local Roads training. The Sustainability Manager attended the 10/13/2022 Lake George Salt Summit.

7.1b	Red Brook - Limited Liability Legislation	<p>Educational materials related to road salt impacts were provided to legislators on 1/10/2023. ISWG representatives met with Senator Mattie Daughtry and her legislative aids on 2/8/2023 and provided a presentation about road salt impacts in Maine. Senator Daughtry agreed to stay in touch with group to learn more about road salt impacts and sponsor a bill. On 6/27/2023, ISWG representatives scheduled a salty stream tour with Senator Daughtry in Long Creek and Red Brook. The tour will be held in August 2023.</p> <p>ISWG representatives and DEP staff met with New Hampshire (2/1/2023), Minnesota (3/17/2023), and Wisconsin (3/17/2023) limited liability supporters to determine best course of action for Maine.</p> <p>Emails sent to three private salt applicators (Maritime Farms, Outdoor Services Company, and Nelsons Property Services) on 5/17/2023.</p>
7.2a	Red Brook - Water Quality Monitoring Plan	<p>South Portland and Maine DEP collected water quality data in Red Brook in the summer of 2022 and deployed rock bags for macroinvertebrate assessment in Red Brook in the summer of 2022. The water quality monitoring results were provided to the Town while the rock bag results are still pending. The Town worked with the City of South Portland and Maine DEP to identify two water quality monitoring locations (one in Scarborough and one in South Portland) and to determine the water quality parameters and data collection methods. The Town purchased a conductivity and temperature data logger for deployment at the Scarborough monitoring location in Permit Year 2. The Town also allocated funds in its FY24 CIP to complete the amendment to the Red Brook WMP.</p>
7.2b	Red Brook - Water Quality Monitoring Implementation	Not applicable this permit year.
7.2c	Red Brook - Water Quality Data Analysis	Not applicable this permit year.
7.2d	Red Brook - Water Quality Summary	Not applicable this permit year.
7.3a	Red Brook - Technical Working Group	<p>Town staff conducted field visits with staff from Maine DEP and the City of South Portland. Scarborough staff also reviewed the Red Brook Watershed Management Plan (WMP) Action Plan and updated the NPS Site Tracker to note projects identified in the 2010 Action Plan that have been addressed by municipalities or State agencies. The Town allocated funds in its FY24 CIP to complete the Red Brook WMP amendment.</p>
7.3b	Red Brook - Technical Working Group Meetings & Site Visits	Not applicable this permit year.
7.3c	Red Brook - Technical Working Group Data Review	Not applicable this permit year.
7.3d	Red Brook - Technical Working Group Stormwater Infrastructure Inventory	Not applicable this permit year.
7.3e	Watershed Management Plan Amendment	Not applicable this permit year.
7.4a	Phillips Brook - Chloride Reduction Training for Municipal Staff	<p>The Deputy Public Works Director and Community Services Parks Manager attended the 11/16/2022 Maine Local Roads training. The Sustainability Manager attended the 10/13/2022 Lake George Salt Summit.</p>

7.4b	Phillips Brook - Limited Liability Legislation	<p>Educational materials related to road salt impacts were provided to legislators on 1/10/2023. ISWG representatives met with Senator Mattie Daughtry and her legislative aids on 2/8/2023 and provided a presentation about road salt impacts in Maine. Senator Daughtry agreed to stay in touch with group to learn more about road salt impacts and sponsor a bill. On 6/27/2023, ISWG representatives scheduled a salty stream tour with Senator Daughtry in Long Creek and Red Brook. The tour will be held in August 2023.</p> <p>ISWG representatives and DEP staff met with New Hampshire (2/1/2023), Minnesota (3/17/2023), and Wisconsin (3/17/2023) limited liability supporters to determine best course of action for Maine.</p> <p>Emails sent to three private salt applicators (Maritime Farms, Outdoor Services Company, and Nelsons Property Services) on 5/17/2023.</p>
7.5	Phillips Brook - YardScaping 2.0	<p>Digital Ads on Meta (Facebook and Instagram), Reach: 1,750; Link Clicks: 185 Print Mailers: Mailed 6/1/23, number of residents in campaign: 364</p> <p>Regional workshops were held on 8/16/22 (Cape Elizabeth), 5/11/23 (Scarborough), 5/16/23 (Saco), and 5/30/23 (Biddeford). 81 attendees completed 37 surveys after the workshops. Of those completed surveys, 85.7% are planning to keep yard waste away from waterbodies, ditches, and storm drains; 10.7% are planning to incorporate a vegetative buffer between their lawn and a waterbody; 25.7% are planning to use the live stake method in their vegetative buffer; 53.8% are planning to incorporate planters on hardscapes to absorb more rainwater; 33.3% are planning to incorporate rain gardens into their yards; and 51.7% are planning to install rain barrels to capture rainwater. Follow up surveys are conducted in the next permit year after a growing season has occurred.</p> <p>24 retail locations agreed to have products that align with YardScaping recommendations tagged in their location.</p>
7.6a	Phillips Brook - Stream Protection Overlay Implementation Plan	Not applicable this permit year.
7.6b	Phillips Brook - Stream Protection Overlay Draft Ordinance	Not applicable this permit year.
7.6c	Phillips Brook - Stream Protection Overlay Adoption Process	Not applicable this permit year.
Annual Report Changes		No changes were made to the Stormwater Management Plan in Permit Year 1, however Appendix E (IDDE Plan) of the Stormwater Management Plan was updated as described in BMP 3.2a.
Anticipated PY2 Activities		Please see attachment 6.
<p>Attachments:</p> <ol style="list-style-type: none"> 1. Annual Report Certification 2. Summary of Public Meetings 3. Summary of Outfall Inspection Results 4. Summary of Active Construction Sites 5. Summary of Post-Construction Sites 6. Summary of Stormwater Activities for PY2 		

Attachment 1 – Annual Report Certification

ATTACHMENT 1 – Certification

The General Permit requires that this report be certified by either a principal executive officer or ranking elected official. This attachment provides the necessary certification.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly 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: 
Thomas Hall

Date: 9/12/23

Title: Town Manager

Attachment 2 – Summary of Public Meetings

Timeline for Adoption & Updates of Town Ordinances MS4 PY1

Chapter 420

Erosion & Sedimentation Control at Construction Sites Ordinance

March 9, 2023 – Presented to Scarborough Ordinance Committee as part of a publicly noticed meeting. Received feedback.

March 15, 2023 – First Reading at Town Council. Scheduled Public Hearing and Second Reading.

April 5, 2023 – Public Hearing at Town Council.

April 19, 2023 – Second Reading at Town Council. Council voted unanimously to adopt the new Ordinance, which went immediately into effect.

Chapter 419

Post-Construction Stormwater Infrastructure Management Ordinance

May 13, 2022 – Introduction of changes made at Long Range Planning Committee as part of a publicly noticed meeting.

June 10, 2022 – Presentation to Long Range Planning Committee of necessary Ordinance changes as part of the MS4 permit requirements. Received feedback from the committee.

March 9, 2023 – Presented to Scarborough Ordinance Committee as part of a publicly noticed meeting. Received feedback.

March 15, 2023 – First Reading at Town Council. Scheduled Public Hearing and Second Reading.

April 5, 2023 – Public Hearing at Town Council.

April 19, 2023 – Second Reading at Town Council. Council voted unanimously to adopt updated language in the Ordinance, which went immediately into effect.

Attachment 3 – Summary of Outfall Inspection Results

PY1 Outfall Inspection Results

[illegible]

PY1 Outfall Inspection Results

[illegible]

PY1 Outfall Inspection Results

Date Inspected	Outfall ID	Location	Pipe Flow/ Ditch Flow	Seepage Flow	Color of Flow (if present)	Foam	Floating Green Scum	Oil Film	Vegetative Mat	Sewage Solids	Musty Odor	Sewage/ Septic Odor	Field Test Results					Lab Test Results						Dry Weather Flow Source
													Temperature of Sample (°C)	Conductivity of Sample (mS/cm)	Ammonia (mg/L)	Chlorine (mg/L)	Chlorine (mg/L)	E.Coli	Enterococci	Fecal Coliform	Human Bacteroides	Surfactants (mg/L)		
2022-08-16 02:10 AM	OUT0272	304 PINE POINT RD	Steady	None	None	None	Yes	None	None	None	None	None	18.6	0.627	0	0.06	<0.05	111.9/100mL	NA	8.5/100mL	ND	0.033	Unknown. Upgradient series of catch basins Pine Point Road	
2022-09-12 01:30 AM	OUT0276	290 PLEASANT HILL RD	None	None	NA	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		NA
2022-09-12 01:30 AM	OUT0277	290 PLEASANT HILL RD	None	None	NA	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		NA
2022-08-16 11:20 AM	OUT0281	491 PAYNE RD	None	None	NA	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
2022-08-16 11:10 AM	OUT0282	491 PAYNE RD	None	None	NA	None	Yes	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
2022-08-16 11:35 AM	OUT321	304 GORHAM RD	None	None	N/A	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	N/A	NA	NA	NA
2022-09-12 11:25 AM	OUT322	50 ROSS RD	None	None	N/A	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	N/A	NA	NA	NA
2022-08-16 09:00 AM	OUT323	20 PAYNE RD	None	None	NA	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
2022-08-16 12:30 PM	OUT528	43 Running Hill Rd	None	None	N/A	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	N/A	NA	NA	NA
2022-08-16 11:00 AM	OUT529	304 Gorham Rd	None	None	N/A	None	None	None	None	None	None	None	NA	NA	NA	NA	NA	NA	NA	NA	N/A	NA	NA	NA

NA = Not Applicable
ND = Not Detected

Attachment 4 – Summary of Active Construction Sites

Active Construction Site Inspections

PERMIT YEAR 1 (JULY 2022 TO JUNE 2023)

Project	Start of Reported Active (PY)	Date Inspected	Work Required	Date Reinspected	Watershed	Plan Type	BMPs
Scarborough Downs - Haigis District Subdivision	PY1	8/12/2022	N/A	N/A	Mill Brook	Subdivision	Piped drainage to Grassed underdrain soil filter with level lip spreader
REDICO - American House at the Downs (Town Center Residential District Lot 34)	PY1	1/17/2023	ESCM berm needs repairs.	1/24/2023	Mill Brook	Site Plan (Part of the Scarborough Downs - Town Center Residential District Subdivision)	Piped drainage to Gravel Wetland
Evergreen Credit Union	PY1	7/17/2023	N/A	N/A	Phillips Brook	Site Plan	Infiltration & vegetated swales, sediment forebays, underdrain soil filters, and piped drainage
Marden's/Starbucks	PY1	3/9/2023	Not all of ESC installed. Straw wattles need to be anchored and silt sack needs to be repaired. Additional ESC needed around new snow/soil pile.	3/17/2023	Red Brook	Site Plan	Bioretention filter, filterra, and piped drainage to existing detention pond
Costco	PY1	11/28/2022	N/A	N/A	Nonesuch River	Site Plan (Part of the Scarborough Downs - Innovation District Subdivision)	Piped drainage to wet pond
Patriot Acura	PY9 (2013 MS4 Permit)	9/10/2021	N/A	N/A	Mill Brook	Site Plan	UDSFs
		12/2/2022	N/A	N/A			
Pine Crest	PY9 (2013 MS4 Permit)	4/15/2022	Sediment left site and ESC needs repair.	4/20/2022	Nonesuch River	Subdivision	UDSF and Bioretention cells
		4/19/2023	N/A	N/A			
40 Haigis Pkwy	PY9 (2013 MS4 Permit)	3/14/2022	Tracking, construction entrance needs repairs	4/6/2022	Mill Brook	Site Plan	Bioretention filters
		4/11/2023	N/A	N/A			
Scarborough 48	PY9 (2013 MS4 Permit)	5/17/2022	N/A	N/A	Mill Brook	Site Plan (Part of Gateway Commons Subdivision)	Piped drainage connecting to existing Gateway Commons Wet Pond
		5/10/2023	N/A	N/A			
Eastern Village (North and South Village)	PY9 (2013 MS4 Permit)	12/16/2021	N/A	N/A	Mill Brook & Nonesuch River	Subdivision	Porous pavement, underdrains, and piped drainage connecting to existing Eastern Village Stormwater Facilities.
		10/17/2022	ESCM berm and silt fence needs repairs	10/27/2022			
Uplands Phase 2	PY9 (2013 MS4 Permit)	1/4/2022	N/A	N/A	Mill Brook	Site Plan	Porous pavement, underdrains, and bio-filter
		5/1/2023	N/A	N/A			
IDEXX (Innovation District Lot 25)	PY9 (2013 MS4 Permit)	5/31/2022	ESC needs repairs	6/8/2022	Mill Brook & Nonesuch River	Site Plan (Part of Scarborough Downs - Innovation District Subdivision)	Wet pond, and parking lot drainage connecting to existing Scarborough Downs - Innovation District Subdivision Stormwater Facilities.
		5/1/2023	N/A	N/A			
Jocelyn Place Senior Housing	PY9 (2013 MS4 Permit)	6/28/2022	N/A	N/A	Mill Brook	Site Plan	VUSFs and Bioretention cells
		4/11/2023	Sediment on top of ESCM berm.	4/19/2023			
Meadows at Piper Shores	PY9 (2013 MS4 Permit)	6/1/2022	ESC needs repairs	6/9/2022	Libby River & Spurwink River	Site Plan	Wet ponds
		5/18/2023	N/A	N/A			
Bluebird Storage	PY8 (2013 MS4 Permit)	3/10/2021	Clean up tracking from site	3/26/2021	Mill Brook	Site Plan	UDSF
		3/14/2022	N/A	N/A			
		8/9/2022	N/A	N/A			
Cottages at Sawyer Phase 1	PY8 (2013 MS4 Permit)	10/27/2020	Tracking, needs construction entrance installed	11/17/2020	Mill Brook	Subdivision	Filterras
		2/8/2021	N/A	N/A			
		9/27/2021	N/A	N/A			
		10/17/2022	N/A	N/A			

Active Construction Site Inspections

Project	Start of Reported Active (PY)	Date Inspected	Work Required	Date Reinspected	Watershed	Plan Type	BMPs
Scarborough Downs - Town Center Residential District	PY8 (2013 MS4 Permit)	10/27/2020	N/A	N/A	Willowdale Brook	Subdivision	Gravel wetland
		2/23/2022	N/A	N/A			
		3/10/2023	ESCM berm needs repairs.	3/23/2023			
Holbrook Farm	PY8 (2013 MS4 Permit)	12/1/2020	N/A	N/A	Mill Brook	Subdivision	Gravel wetland
		7/26/2021	N/A	N/A			
		9/23/2022	N/A	N/A			
Scarborough Downs - Innovation District (Lots 7, 29, 31, 35, 46, 51)	PY7 (2013 MS4 Permit)	12/4/2019	N/A	N/A	Willowdale Brook	Subdivision	Wet ponds
		3/4/2020	N/A	N/A			
		9/30/2022	N/A	N/A			
Leighton Farm	PY3 (2013 MS4 Permit)	7/17/2015	N/A	N/A	Nonesuch River	Subdivision	Wet pond, Wooded buffer
		6/7/2016	N/A	N/A			
		12/9/2022	ESCM berm needs repairs.	12/19/2022			
Dunstan Village	PY1 (2013 MS4 Permit)	9/4/2014	N/A	N/A	Phillips Brook	Subdivision	Wet ponds
		8/10/2015	N/A	N/A			
		8/15/2016	N/A	N/A			
		3/10/2023	Sediment over ESCM berm needs to be removed and berm repaired.	3/23/2023			

	2013 MS4 Permit Added as active sites
	PY1 2022 MS4 Permit Added as Active Sites

Note: All inspection reports are on file and available for review at the Scarborough Town Hall, Engineering & Technical Services Department (259 US Route One, Scarborough, Maine)

Attachment 5 – Summary of Post-Construction Sites

Site Name	Site Location	Map/Lot	Inspection Report Submitted	BMPs Functioning	BMP Maintenance Needed	Follow up Inspection Report Submitted	BMP Maintenance Completed
Abbott Diagnostics	10 Southgate Rd	U037007	Yes	Yes	None		
Bessey Commons II	264 US Route 1	U041002	Yes	Yes	None		
Biddeford Savings	206 US Route 1	U044016	Yes	Yes	Pavement sweeping	Yes	Yes
Burnham Village, Phase I	5 Diner Drive	U031048	Yes	Yes	None		
Carrier Woods	Mussey Rd	R055018	Yes	Yes	revegetate slopes of UDSF	Yes	Yes
Casa	148 Gorham Rd	R054018	Yes	Yes	None		
CMP Substation - Dunstan	19 Station Way	R047008B	Yes	Yes	Sparse vegetation on infiltration bed	N/A - submitted with certification	Yes
Cornerstone Baptist Church	415 US Route 1	U038005	Yes	Yes	None		
Enclave of Scarborough	18 Black Point Rd	U044017A	Yes	Yes	None		
Foley Fitness	33 Haigis Parkway	R050034E	Yes	Yes	None		
Ginn Road Plaza - Scarborough Holdings	284 Payne Rd	R040012B	Yes	Yes	Oil boom maintenance completed at the time of inspection	N/A - submitted with certification	Yes
Griffin Rd Senior Housing	5 Griffin Rd	U033051	Yes	Yes	Remove sediment and mulch from bioretention basin and replace mulch	N/A - submitted with certification	Yes
Horizon Solutions	32 Haigis Parkway	R050033	Yes	Yes	None		
Hospice of Maine	390 US Route 1	R062029B	Yes	Yes	None		
Leighton Farm Subdivision, Phase I	Elmwood Avenue	R057001B	Yes	Yes	vegetation in pond embankment and spillway needs to be removed	No	No

Site Name	Site Location	Map/Lot	Inspection Report Submitted	BMPs Functioning	BMP Maintenance Needed	Follow up Inspection Report Submitted	BMP Maintenance Completed
Maine Medical Center	80 Campus Drive	R076004A	Yes	Yes	Riprap at the pond outlet should be replaced with larger stone prior to 2024 inspection	N/A	
Martin's Point	153 US Route One	U047092	Yes	Yes	Vacuum sweeping and repair of tree box filter	Yes	Yes
Oak Hill Plaza	15 Plaza Drive	R058032M	Yes	Yes	Maintenance of Filtera units was recommended and completed prior to submission of certification.	N/A - submitted with certification	Yes
Parker's Farm & Market	97 County Rd	R015052	Yes	Yes	None		
Piper Shores	Piper Road	R101005	Yes	Yes	Pavement sweeping completed prior to submission of certification	N/A - submitted with certification	Yes
Portland Volvo	9 US Route 1	U050018	Yes	Yes	Pavement sweeping completed prior to submission of certification	N/A - submitted with certification	Yes
Rigney Farm	Forecaster Drive	R078056A	Yes	Yes	None		
Sawgrass	Sawgrass Drive	R059002	Yes	Yes	None		
Scarborough Gallery, Lot 7	700 Scarborough Gallery	R0373307	Yes	Yes	Remove sediment from bioretention basins, replace mulch in basins, replace plants in select basins	N/A - submitted with certification	Yes
Scarborough Public Safety	275 US Route 1	U041006	Yes	Yes	Stabilize erosion along embankment of underdrained soil filter	Yes	Yes
Settlers Green, Phase II	Farmhouse Road	R096931	Yes	Yes	None		
The Beacon	100 Gateway Blvd.	R040014	Yes	Yes	Remove sediment from catch basin, remove sediment and debris from stream crossing riprap inlet and outlet	N/A - submitted with certification	Yes

Site Name	Site Location	Map/Lot	Inspection Report Submitted	BMPs Functioning	BMP Maintenance Needed	Follow up Inspection Report Submitted	BMP Maintenance Completed
The Downs, Phase I	Scarborough Downs Rd	R052004	Yes	Yes	Maintenance of 16 Focal Point units needed, revegetate slope of bioretention cell	Yes	Yes
The Mooring	7 Mill Commons Dr	U052003	Yes	Yes	Maintenance of Focal Point unit needed; revegetate slope of bioretention cell	Yes	Yes
Town & Country	32 Little Dolphin Dr	R045001A	Yes	Yes	None		
Tucker Brook	Tucker Brook Dr	R049002	Yes	Yes	None		
Uplands at The Downs, Phase 1 & 2	30 & 40 Scarborough Downs Rd	U052005B & U052005A	Yes	Yes	None		

Attachment 6 – Summary of Stormwater Activities for PY2

Anticipated PY2 (2023-2024) Activities

Permit Effective Date	Permit Expiration Date
7/1/2022	6/30/2027

Permit Year 2					
Task					Deadlines
MCM 1 - Education/Outreach Program	BMP 1.1 - Outreach to Raise Awareness Campaign	BMP 1.1a - Public Audience (Residents within ages 25-34)	A minimum of 3 of the tools from Appendix D Table 1 in Scarborough's SWMP. Tools for Measurable Goal 1.1a will be implemented each year for the duration of the permit. As part of the ISWG adaptive management education and outreach program, tools, and messaging will be reviewed and evaluated on an annual basis at a minimum as part of annual reporting. To address emerging issues, opportunistic tools and outreach may also be implemented. Seasonal messaging and tool adjustments will be used when applicable. Report findings will be incorporated into ISWG meeting discussions as well as annual workplans and budgets.	Due	6/30/2024
		BMP 1.1b - Development/Construction Audience	A minimum of 3 of the tools from Appendix D Table 1. Tools for Measurable Goal 1.1b will be implemented each year for the duration of the permit. As part of the ISWG adaptive management education and outreach program, tools, and messaging will be reviewed and evaluated on an annual basis at a minimum as part of annual reporting. To address emerging issues, opportunistic tools and outreach may also be implemented. Seasonal messaging and tool adjustments will be used when applicable. Report findings will be incorporated into ISWG meeting discussions as well as annual workplans and budgets.	Due	6/30/2024
	BMP 1.2 - Outreach to Change Behavior Campaign	BMP 1.2a - Pet Owners within ages 25-34	A minimum of 3 of the tools from Appendix D Table 1. Tools for Measurable Goal 1.2a will be implemented each year for the duration of the permit. As part of the ISWG adaptive management education and outreach program, tools, and messaging will be reviewed and evaluated on an annual basis at a minimum as part of annual reporting. To address emerging issues, opportunistic tools and outreach may also be implemented. Seasonal messaging and tool adjustments will be used when applicable. Report findings will be incorporated into ISWG meeting discussions as well as annual workplans and budgets.	Due	6/30/2024
		BMP 1.2b - Pet Owners within ages 35-55	A minimum of 3 of the tools from Appendix D Table 1. Tools for Measurable Goal 1.2b will be implemented each year for the duration of the permit. As part of the ISWG adaptive management education and outreach program, tools, and messaging will be reviewed and evaluated on an annual basis at a minimum as part of annual reporting. To address emerging issues, opportunistic tools and outreach may also be implemented. Seasonal messaging and tool adjustments will be used when applicable. Report findings will be incorporated into ISWG meeting discussions as well as annual workplans and budgets.	Due	6/30/2024
	BMP 1.3 - Effectiveness Evaluation	BMP 1.3a - Documentation of BMPs in Annual Report	The Municipality, through its participation in ISWG, will submit an annual report each year of the 2022 MS4 General Permit term documenting the implementation of each BMP. The annual report will include the message for each audience, the methods of distribution, the outreach tools used, the measures/methods used to determine on-going effectiveness of the campaigns, and any changes planned based on the measures of effectiveness.	Due	9/15/2024
	BMP 1.4 - Additional Activities	BMP 1.4a - Youth Education	The Municipality will continue to support the Cumberland County Soil & Water Conservation District's youth education curriculum to community schools as funding allows. Annual reports will include the total number of students reached, when schools were involved, and the lesson topics covered.	Due	9/15/2024

Permit Year 2					
Task					Deadlines
MCM 2 - Public Involvement and Participation	BMP 2.1 - Public Notice Requirement	BMP 2.1a - Public Notice	The Municipality will follow applicable state and local public notice requirements for their Stormwater Management Plans and Notices of Intent (NOIs) to comply with the MS4 General Permit. Copies of the NOIs and plans will be made available on the Municipality's website. The Municipality will document public meetings related to their stormwater program and attendance of those meetings in their annual report.	Due	9/15/2024
		BMP 2.1b - ISWG Meetings	The ISWG members meet as a group 6 times per year to review issues associated with implementation of the Stormwater Management Plan and MS4 General Permit. These meetings will be publicized through the CCSWCD website, on the ISWG member websites, and open to the public.		
	BMP 2.2 - Public Event	BMP 2.2a - Public Community Event	The Municipality will annually host, conduct, and/or participate in a public community event with a pollution prevention and/or water quality theme from the list included in the 2022 MS4 General Permit or another activity approved by DEP. Stormwater stewardship and educational messages and activities will be incorporated into the event. The event will be advertised on the Municipality's and CCSWCD's social media accounts. and other Municipal and CCSWD communication methods. The annual report will include a description of the event and the estimated attendance/participation.	Due	6/30/2024
MCM 3 - Illicit Discharge Detection and Elimination	BMP 3.1 - Continue to Implement the Non-Stormwater Discharge Ordinance	BMP 3.1a - Non-Stormwater Discharge Ordinance	The Town implemented a Non-Stormwater Discharge Ordinance on September 5, 2007. The Ordinance was updated on August 5, 2014. The Public Works Director enforces this Ordinance with the assistance of the Code Enforcement Officer when needed. This Ordinance provides the Public Works Director with the authority to issue letters of warning, notices of violation, and/or fines. The Town will continue to enforce this Ordinance throughout the permit cycle.	Continue to enforce	
		BMP 3.1b - Illicit Discharge Documentation	The Town will document the results of enforcement actions taken for illicit discharges on an Excel spreadsheet.	Ongoing	
	BMP 3.2 - Maintain the Written IDDE Plan	BMP 3.2a - IDDE Plan Updates	The Town prepared a written IDDE Plan in 2015, which has been updated to contain the elements required in the 2022 MS4 General Permit (Part IV.C.3.b.i through vi). The updated IDDE Plan is provided in Appendix E of this SWMP. The IDDE Plan will be reviewed annually and updated if needed to reflect any changes to the program.	Due	6/30/2024
	BMP 3.3 - Maintain Storm Sewer System Infrastructure Map	BMP 3.3a - GIS Updates	The Town created a watershed-based map of the MS4 infrastructure during the first three permit cycles (2003-2022). The map shows the locations of stormwater catch basins, drain manholes, connecting surface and subsurface infrastructure showing the direction of pipe flow, and the locations of stormwater outfalls. The infrastructure is documented in a Geographic Information System (GIS), which contains unique identifiers for outfalls and catch basins, as well as outfall material, size, and receiving water. The map is updated annually as follows: <ul style="list-style-type: none"> -The GIS geodatabase is updated to reflect changes to infrastructure based on inspections by Public Works staff on a continuous basis; -The GIS geodatabase is updated when as-built drawings become available for municipal infrastructure, and; -Maps are available for viewing through the Town's online GIS. 	Due	6/30/2024

Permit Year 2					
Task					Deadlines
	BMP 3.4 - Conduct Infrastructure Inspections and Monitor Flowing Outfalls	BMP 3.4a - Infrastructure Inspections	<p>The Town will conduct infrastructure inspections for pollutants using the following frequency:</p> <ul style="list-style-type: none"> One dry weather inspection will be conducted on each outfall at least once per permit cycle as required by the 2022 MS4 General Permit. Dry weather ditch inspections will be conducted whenever ditch maintenance work is anticipated . Catch basins will be inspected for evidence of pollutants during their required sediment inspections (see BMP 6.4 for details). 	Due	6/30/2024
		BMP 3.4b - Dry weather Outfall Sampling	<p>If an outfall is observed to be flowing during a dry weather inspection, the flow will be sampled and analyzed once per permit term using the methods described in the IDDE Plan (BMP 3.2; Appendix E) unless it is exempt from dry weather investigations (as described in Part IV.C.3.e.vi of the 2022 MS4 General Permit). Outfalls sampled during dry weather will be handled as follows:</p> <ol style="list-style-type: none"> Outfalls where sampling and analysis reveals the potential for an illicit discharge: The Town will investigate the catchment area associated with the outfall for potential illicit discharges as described under Measurable Goal 3.5a. Outfalls where sampling and analysis does not reveal the potential for illicit discharge: The Town will document the dry weather flow as either uncontaminated groundwater, water from a natural resource, or allowable non-stormwater discharge. <p>The Town will summarize either the monitoring results and any investigation completed, or exempt status, as applicable, in an Excel spreadsheet or GIS geodatabase.</p>	Due	6/30/2024
	BMP 3.5 - Conduct Investigations on Suspected Illicit Discharges	BMP 3.5a - Illicit Discharge Investigation	Whenever the Public Works Department becomes aware of a potential illicit discharge, it will investigate to identify the source using methods described in the written IDDE Plan (Appendix E). The Public Works Department will track the status and outcome of the investigations using an Excel spreadsheet or GIS geodatabase.	Ongoing	
	BMP 3.6 - Significant Contributors of Pollutants	BMP 3.6a - Hydrant Flushing Dechlorination	<p>During the previous permit cycle the Maine DEP identified that hydrant flushing was a potential contributor of pollutants to MS4s. The DEP published an issue profile providing water districts and departments guidance on how to meet ambient water quality standards for chlorine during hydrant flushing. The document was specifically designed for discharges to MS4s. In addition, the Maine Rural Water Association and Maine Water Utilities Association prepared a guidance document and training to show departments and districts how to meet the requirements of the issue profile.</p> <p>The Town previously made annual requests to the Portland Water District and Maine Water to provide annual reports describing their hydrant flushing dechlorination processes, and the Town will continue to request that they provide the reports each year.</p>	Due	6/30/2024
		BMP 3.6b - Non-Stormwater Discharges	If any of the following allowed non-stormwater discharges (in addition to hydrant flushing) are identified as significant contributors of pollutants to the MS4, the Town will work with the responsible dischargers to control these sources so they are no longer significant contributors of pollutants	Ongoing if Identified	

Permit Year 2					
Task					Deadlines
	BMP 4.2 - Site Plan Review Procedures	BMP 4.2a - Site Plan Review Procedures	The Town's Site Plan Review Procedures, which contain the required elements listed in the 2022 MS4 General Permit (consideration of potential water quality impacts, erosion control, waste storage, the ability for the public to comment at publicly noticed meetings, and procedures to consider information submitted by the public), will continue to be implemented.	Continue to Implement	
	BMP 4.3 - Procedures for Notifying Construction Site Developers and Operators	BMP 4.3a - Construction Site Developers and Operators Notification	The Town will continue to notify developers and contractors of requirements to obtain coverage under the Maine Construction General Permit (MCGP) and Chapter 500 for sites that disturb one or more acres of land using the following methods: <ul style="list-style-type: none"> -In discussions with Developers during pre-application meetings and through the Planning Board review process. -During compliance review at pre-construction meeting. 	Continue to Notify	
	BMP 4.4 - Conduct and Document Construction Site Inspections	BMP 4.4a - Active Construction Site Inspections	The Town will continue implementing its procedure for active construction site inspections.	Continue to Implement	
		BMP 4.4b - Construction Site Inspection Documentation	The Town will document construction sites that trigger the ordinance using an Excel spreadsheet or GIS geodatabase each year. The spreadsheet will contain the site's name, map and lot number, dates of inspections, and any enforcement actions and corrective actions taken.	Due	6/30/2024
		BMP 5.1b - Model LID Ordinance Adoption	Assuming the Model LID Ordinance and its required elements are approved by November 1, 2022, the Town will either adopt the Model LID Ordinance, or incorporate its required elements into the Town Ordinances on or before July 1, 2024.	Due	7/1/2024
	BMP 5.2 - Maintain Post-Construction Ordinance or Similar Measure	BMP 5.2a - Post-Construction Sites Tracking	During the 2008-2013 permit cycle, the Town passed Chapter 419 of the Scarborough Zoning Ordinance, the Post Construction Stormwater Infrastructure Management Ordinance (effective September 2, 2009), which requires any site that disturbs one acre or more to certify to the Town annually by June 1 that they have inspected and maintained their stormwater BMPs. The Town will continue to track: <ul style="list-style-type: none"> -The cumulative number of sites that have Post-Construction BMPs discharging into the Town's MS4; -The number of sites that have post construction BMPs discharging into the Town's MS4 that were reported to the municipality; -The number of sites with documented functioning post construction BMPs, and; -The number of sites that required routine maintenance or remedial action to ensure that the post construction BMP is functioning as intended. 	Due	6/1/2024
MCM 6 - Pollution Prevention/Good Housekeeping for Municipal Operations	BMP 6.1 - Operations at Municipally Owned Grounds and Facilities	BMP 6.1a - Update Inventory	During the previous MS4 permit cycle, the Town developed an inventory of municipal operations conducted in, on, or associated with facilities, buildings, cemeteries, parks and open space owned or operated by the Town that have the potential to cause or contribute to stormwater pollution. The Town will review and update its inventory annually.	Due	6/30/2024
		BMP 6.1b - O&M Procedures	During the previous MS4 permit cycle, the Town developed and implemented Operation and Maintenance (O&M) Procedures for the municipal operations listed in their inventory that had the potential to cause or contribute to stormwater pollution. The Town will continue to implement these O&M Procedures and will review and update the O&M Procedures annually to iteratively improve strategies and practices to eliminate or better control pollutant discharges.	Due	6/30/2024

Permit Year 2					
Task					Deadlines
	BMP 6.2 - Training	BMP 6.2a - Annual Training	The Town will conduct annual training as follows: a. Train Public Works and Community Services employees annually in the Stormwater Pollution Prevention Plan (SWPPP) and Grounds and Maintenance O&M Procedures. b. Train Police, and Fire, and School Department employees annually in their respective O&M procedures .	Due	6/30/2024
	BMP 6.3 - Continue Street Sweeping Program	BMP 6.3a - Street Sweeping	Each permit year the Town will continue to sweep all publicly accepted paved streets and publicly owned paved parking lots where winter maintenance activities occur at least once per year as soon as possible after snowmelt.	Due	6/30/2024
		BMP 6.4b - Catch Basin Sediment Tracking	The Town will track which catch basins accumulate excess sediment (i.e., 50% or more of the sump contains sediment) to ensure those basins are inspected again the following year and cleaned if necessary. If a catch basin exhibits less than 25% sediment in its sump for two (2) consecutive years, it is removed from the excess sediment list, and can be inspected again every two (2) years.	Ongoing	
		BMP 6.4c - Re-use of Catch Basin Cleanings	The Town will continue to beneficially re-use any catch basin grit that does not exhibit evidence of sewage, oil/grease, litter, or other pollutants in accordance with Maine DEP Solid Waste Management Rule 418 Beneficial Use of Solid Waste. Grit that exhibits evidence of pollutants will be profiled to assess its waste classification and disposed of at an appropriately licensed solid waste facility.	Continue	
	BMP 6.5 - Maintaining and Upgrading Stormwater Conveyances and Outfalls	BMP 6.5a - Stormwater Conveyance Systems	The Town will maintain and upgrade the stormwater conveyance systems based on the results of the evaluation conducted as part of the annual pavement management program. the catch basin, outfall, and ditch inspections, in accordance with the urgency of any needed repairs or maintenance. The Town continues to perform systematic capital upgrades of the storm drain system in correlation with the road paving program for the Town. The Town also inspects and maintains its proprietary stormwater treatment systems using a qualified third-party inspector.	Due	6/30/2024
		BMP 6.6b - SWPPP Implementation	The Town will implement the SWPPP throughout each Permit Year including conducting quarterly facility inspections using the Town's own form (Appendix E) and visual monitoring using forms containing the inspection criteria identified in Appendix D of the 2022 MS4 General Permit.	Due	6/30/2024
BMP 7 - Impaired Waters	BMP 7.1 - Minimize Chloride Contributions to Red Brook	BMP 7.1a - Annual Training on New Chloride Reduction Techniques	At least one representative from the Town will attend an annual regional training or roundtable to learn about new chloride reduction techniques coordinated by the ISWG or another organization.	Due	6/30/2024
			Date Limited Liability Legislation Passed	Ongoing	
			In years when limited liability legislation has not passed and is not active for procedural reasons, the Town will provide winter maintenance education and outreach to the public. The messaging will be delivered using two tools per year selected from Appendix D.	Due	
			Should the legislation be successful, the following steps will be taken: -The first year after it passes, the Town will provide a presentation to the Town Council to inform them of the new law. -Beginning the second and subsequent years after passage, the Town will educate property owners/managers, private contractors, and/or the public on winter maintenance practices to maintain public safety and protect the environment. This outreach will be delivered using two tools per year selected from Table 5 in Appendix D.	Due	

Permit Year 2					
Task					Deadlines
		BMP 7.2b - Implementation of Water Quality Monitoring Plan	During Permit Year 2, the Town and the City of South Portland will implement the Red Brook water quality monitoring plan using applicable elements of the DEP’s Quality Assurance Project Plan (QAPP) and/or Sampling & Analysis Plan (SAP). South Portland’s Stormwater Program Coordinator will work directly with DEP to deploy and retrieve continuous monitoring equipment in at least two locations during the specified time periods (e.g., late winter and mid-late summer). DEP will calibrate and prepare YSI sondes and/or Onset Hobo loggers prior to deployment and will also conduct post-deployment equipment maintenance and data transfer. DEP will share sonde and/or logger results with the Town and the City of South Portland. South Portland’s Stormwater Program Coordinator may also periodically collect paired conductivity and chloride sampling during the monitoring periods and transport chloride samples to a local lab for analysis.	Due	6/30/2024
		BMP 7.3b - Meetings and Scope of Work	During Permit Year 2, the Town will select a consultant to assist with developing the amendment to the Red Brook Watershed Management. The Town and its consultant will facilitate a series of meetings and field visits with stakeholders, including Maine DEP, MaineDOT, MTA, and municipal representatives from South Portland and Scarborough, to assess the viability of the outstanding action items from the original WMP and determine emerging needs within the watershed.	Due	6/30/2024
BMP 7.4 - Minimize Chloride Contributions to Phillips Brook	BMP 7.4a - Annual Training on New Chloride Reduction Techniques	At least one representative from the Town will attend an annual regional training or roundtable to learn about new chloride reduction techniques coordinated by the ISWG or another organization.	Due	6/30/2024	
		Date Limited Liability Legislation Passed	Ongoing		
		In years when limited liability legislation has not passed and is not active for procedural reasons, the Town will provide winter maintenance education and outreach to the public. The messaging will be delivered using two tools per year selected from Appendix D.	Due		
		Should the legislation be successful the following steps will be taken: -The first year after it passes, the Town will provide a presentation to the Town Council to inform them of the new law. -Beginning the second and subsequent years after passage, the Town will educate property owners/managers, private contractors, and/or the public on winter maintenance practices to maintain public safety and protect the environment. This outreach will be delivered using two tools per year selected from Table 5 in Appendix D of Scarborough’s SWMP.	Due		
BMP 7.5 - Targeted Behavior Change: YardScaping 2.0	BMP 7.5a - Public Education on Lawn and Yard Maintenance	As identified in Section 1.4 of this SWMP, public education about preferred lawn and yard maintenance was identified as a recommendation in the Phillips Brook WMP. This BMP will provide targeted education to the residents living adjacent to Phillips Brook. The goal of the enhanced public education is to encourage residents to improve their riparian zone by creating or improving and maintaining the riparian buffer with native species to minimize erosion and to implement one of the YardScaping concepts. This BMP will incorporate targeted and regional outreach with other ISWG municipalities that have urban impaired streams. The following actions will occur each year: -Provide one digital and one print outreach to residents abutting Phillips Brook about creating, improving, and maintaining their riparian zone. -Offer four regional workshops on YardScaping and buffer BMPs (workshops will alternate between ISWG communities with urban impaired streams each year). -Work with local retail partners to provide product and plant recommendations. -Surveys will be conducted immediately after workshops and then a follow up survey will be conducted after the next growing season to evaluate behavior changes of the target audience.	Due	6/30/2024	

Permit Year 2					
Task					Deadlines
	BMP 7.6 - Establish a Stream Protection Overlay Zone within the Phillips Brook Watershed	BMP 7.6a - Implementation Plan for Stream Protection Overlay Process	During Permit Year 2 the Town of Scarborough will develop an Implementation Plan for the Stream Protection Overlay process. This plan will be shared with residents, the development community, and decision makers to inform of key milestones associated with public hearings and other opportunities for public input. By the end of Permit Year 2, the Town will conduct public outreach associated with the proposed enhanced stream corridor protections for Phillips Brook.	Due	6/30/2024