

# Town of Windham

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## MEMO

DATE: April 2, 2019

TO: Windham Town Council  
THROUGH: Don Gerrish, Interim Town Manager  
FROM: Gretchen Anderson, Environmental & Sustainability Coordinator  
Cc: Douglas Fortier, Director of Public Works

RE: Municipal Separate Storm Sewer System (MS4) Permit Education Refresher


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Stormwater is rain or snow melt that runs off impervious surfaces such as streets, sidewalks, parking lots and roofs instead of being absorbed into the ground. As water flows over these surfaces it picks up pollutants including sediment, petroleum products, pesticides, fertilizers and bacteria before it enters a storm drain and is carried, untreated, to the nearest water body. The more impervious surface in a given area, the greater the amount of stormwater runoff and, therefore, the greater potential for pollution to local lakes, rivers and streams.

To minimize the aforementioned harmful impacts of polluted runoff to local waters the Clean Water Act requires Windham, along with 29 other Maine communities, to comply with the Small Municipal Separate Storm Sewer (MS4) permit. To help accomplish the overall goal of pollution impact minimization, the Town's Stormwater Management Plan identifies specific minimum control measures (MCMs) that must be implemented over ongoing 5 year permit periods. The Town submits an annual report to the Department of Environmental Protection (DEP) that tracks our success meeting MCM standards each year.

The following are examples of the success' accomplished last permit year (7/1/17-6/30/18):

- MCM 1 – Public Education and Outreach
  - Worked in conjunction with Cumberland County Soil and Water Conservation District (CCSWCD) and Portland Water District to deliver clean water education to 640 students for a total of 748 contact hours.
    - E&S Coordinator held a stenciling event for two classes from Windham Elementary School. The students painted “No littering-protect our water” messages on 80 storm drains in various Windham neighborhoods.
  - Environmental & Sustainability (E&S) Coordinator presented at the 2017 Stormwater Conference – voted a ‘noteworthy’ presentation at the conference
  - Helped establish the Highland Lake Leadership Team to improve and preserve the overall health of Highland Lake
  - E&S Coordinator named Stormwater Committee Co-Chair for the Maine Water Environment Association (MeWEA).
- MCM 2 – Public Involvement & Participation
  - Continued involvement with planning, advertising, & participating in Urban Runoff 5k & Green Neighbor Family Fest.
  - Helped plan Highland Lake Public forum to educate and update public. E&S Coordinator completed the following tasks:
    - Co-chaired Public Forum Planning Committee
    - Designed public forum flyer and educational handouts
    - Organized event advertisement, including Town platforms and watershed mailing
    - Presented at forum
  - Helped plan and implement Highland Lake Watershed Survey. E&C Coordinator served as technical lead for group of volunteers to identify possible pollution sources as well as provided education and outreach to landowners.
- MCM 3 – Illicit Discharge Detection and Elimination
  - Continued to maintain, update & improve GIS layers of Town’s stormwater system.

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- Inspected various stormwater infrastructure such as outfalls and ditches for possible pollution and maintenance needs.
  - MCM 4 – Construction Site Runoff Control
    - Completed 38 inspections for 8 qualifying construction projects
  - MCM 5 – Post-Construction Stormwater Management of Development and Redevelopment
    - Town Planner, Engineer, Public Works Director and E&S Coordinator attended the Maine Stormwater Conference, Green Infrastructure/LID track.
    - E&S Coordinator attended New England Water Environment Association (NEWEA) Stormwater Conference, ‘Enhancing Stormwater Resilience in a Built Environment’.
  - MCM 6 – Pollution Prevention / Good Housekeeping for Municipal Operations
    - Trained 148 Town employees with 31 total contact hours on various training topics, including spill response, erosion & sedimentation control, pollution prevention/good housekeeping, etc.
    - Continued Town-wide sweeping program in the following phases:
      - 7/5/17 to 8/30/17: North Windham corridor for a second time with associated streets
      - 2/27/18 to 6/30/18: All municipally-owned and operated streets, sidewalks, parking areas and school grounds.
    - Inspected 832 catch basins and cleaned 632 catch basins.
    - Maintained and updated Town’s stormwater conveyances such as ditches, catch basins, etc.
    - Completed all visual monitoring and site inspections required for the Public Works Building and Garage.

The entire 2017-18 annual report or previous reports can be accessed on the ‘[Stormwater Related Documents and Links](#)’ page of the Town website.

Permit negotiations are currently underway with the Department of Environmental Protection (DEP) and various stakeholders to draft the next permit cycle requirements. Permit requirements are still under development and will be shared, as well as associated costs, when agreed upon. The new permit is expected to be finalized and administered by July 1, 2020. Thank you for all that you do to help maintain compliance with the Town’s stormwater permit.