

## NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

## Phase II SPDES General Permit for

Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORMRegulated MS4: TOWN OF BETHLEHEM SPDES Permit Number: NYR20A208

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ____ 2006 (Year 3) ____ 2007 (Year 4) <u> X </u> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
<b>Owner/Operator</b> Is information below new or changed? ____ Yes <u> X </u> No			
Name: Gregg Sagendorph		Title: Superintendent of Highways	Department: Highway Dept
Mailing Address:	Street or P.O. Box: 445 Delaware Avenue		City: Delmar
	County: Albany		State: New York Zip Code: 12054
Phone: ( 518 ) 439-4955 x1501		E-mail Address: <u>gsagendorph@townofbethlehem.org</u>	
<b>Local Stormwater Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? ____ Yes ____ No 2) same as: <u> X </u> Owner/Operator			
Name:		Title:	Department:
Mailing Address:	Street or P.O. Box:		City:
	County:		State: Zip Code:
Phone: ( )		E-mail Address:	
<b>Stormwater Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? ____ Yes <u> X </u> No 2) same as: ____ Owner/Operator ____ Local Stormwater Public Contact			
Name: Erik T. Deyoe, PE		Title: Town Engineer	Department: DPW-Engineering Division
Mailing Address:	Street or P.O. Box: 445 Delaware Avenue		City: Delmar
	County: Albany		State: New York Zip Code: 12054
Phone: ( 518 ) 439-4955 ext 1137		E-mail Address: <u>deyoe@townofbethlehem.org</u>	
<b>Annual Report Preparer</b>			
Is information below: 1) new or changed? <u> X </u> Yes ____ No 2) same as: ____ Owner/Operator ____ Local Stormwater Public Contact ____ SWMP Coordinator			
Name: Michael F. Miller, P.E.		Title: Manager of Water Resources	Department: Clough Harbour & Associates LLP
Mailing Address:	Street or P.O. Box: 3 Winners Circle		City: Albany
	County: Albany		State: NY Zip Code: 12205
Phone: ( 518 ) 453-3910		E-mail Address: <u>mfmiller@chm-llp.com</u>	

**IMPORTANT NOTE:** Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

**Section B. Local Water Quality Information**

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

Yes (complete the table below)     No     Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL
<b>Hudson River, Class C (1302-0002)</b> Location of segment: Town of Bethlehem. Source of PCB contamination is upstream of MS4 municipality.	Cause/Pollutant: PCBs Source: Contaminated Sediment	X (Part 2b)	
<b>Krumkill Creek (1311-0004)</b> Location of segment: Town of Bethlehem.	Cause/Pollutant: Unknown Toxic Source: Urban Runoff/CSOs	X (Part 3a)	

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?

Yes  
 No

3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?

Yes  
 No (explain below)

Explanation:

The Town of Bethlehem has not received any notification that it is subject to the special conditions in Part III.B. of the permit, as such no changes or enhancements are needed to be implemented at this time.

**Section C. Partnership Information**

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners?  Yes (complete table below)  No (Proceed to Section D)

**List MS4 Partners with Legally Binding Agreements or Contracts in Place**

The Town of Bethlehem is working cooperatively with Albany County and all other Albany County MS4s. We are actively involved with an ad-hoc intermunicipal committee of the Albany County MS4s to provide meaningful training and coordination in program development. The Town of Bethlehem has committed to continue our efforts in this regard. The MS4's involved include:

T/o Bethlehem, T/o Colonie, T/o Guilderland, T/o New Scotland, C/o Albany, C/o Cohoes, C/o Watervliet, V/o Colonie, V/o Green Island, V/o Menands, V/o Voorheesville, Cnty/Albany (MS4 Phase II Stormwater Implementation Project Contract #C302499 for \$100,000 and #303129 for \$258,000). Each municipality has signed a contract with NYS DEC obligating them to fulfill their grant related responsibilities (In-Kind services). The grant work plan is structured such that municipalities to varying degrees work cooperatively on permit requirements, with Albany County as lead agency facilitating cooperation.

**List MS4 Partners with Planned Legally Binding Agreements or Contracts**

Through the Albany MS4 committee, the Town of Bethlehem is part of a Standing Contract to contribute to a public education billboard campaign with Schenectady County, Rensselaer County, Saratoga County, Capital District Regional Planning Commission, Albany County Soil and Water Conservation District

**List MS4 Partners with Other Agreements in Place**

The Albany County Intermunicipal Stormwater Committee, which is currently ad-hoc, is considering formalizing the Committee and forming a self-funded Stormwater Coalition. Discussions pertaining to the formation of the coalition continue – the Town of Bethlehem is currently considering signing an Intermunicipal Agreement for 2008/2009 based upon a comparison of the final cost allocations versus benefits received.

**Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)**

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)?  Yes  No (Explain below)

Explain: The Town's stormwater management program covers the limits within the regulated MS4 boundary, which is a smaller area than the Town boundary. . Where appropriate, some program elements are performed on a Town-wide basis

**Section E. Funding and Resource Allocation**

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008?  Yes  No (explain below)

Explain: The Town of Bethlehem is currently exploring a variety of funding mechanisms to offset the program costs. The funding strategies may include: drainage district formation, fees, grants, inspection fees, fines, review fees, etc. The Town is awaiting the results of the NYSDEC study, which is investigating all legal funding mechanism's including the legalities of creating stormwater utility districts. This information is required in order for the Town to determine the appropriate means of funding the SWMP. In year 3, The Town had established its first drainage district in the Milltowne Plaza Subdivision to fund the maintenance of stormwater treatment facilities within this subdivision. In year 4, two additional drainage districts have been formed (Trinity Manors and Carriage Hill Subdivisions). No drainage districts were formed in Year 5. Other drainage districts will be created with future subdivision approvals.

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain: Existing program development funding is provided in the budgets for the Highway Department and Department of Public Works (Town Highway and General Funds). The annual cost to manage the Town's stormwater program, once fully established, has not been estimated.

The Albany County Intermunicipal Stormwater Committee received a \$100,000 EPF/WQIP Grant and participating municipalities provide a 50% match ((In-Kind Services). The grant contract spans August, 2005 to August, 2007. Committee members include Albany County, City of Albany, City of Cohoes, City of Watervliet, Town of Bethlehem, Town of Colonie, Town of Guilderland, Town of New Scotland, Village of Colonie, Village of Green Island, Village of Menands, and the Village of Voorheesville.

In September, 2006, Albany County, acting as lead agency for the same Albany County Intermunicipal Stormwater Committee described above, received a second \$258,000 EPF/WQIP Grant. As of April 10, 2008, a contract ready for signature was received by Albany County from DEC. This grant contract will span from Sept, 2006 to April 2009,.

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Although Albany County Intermunicipal Stormwater Committee municipalities currently receiving some grant support, the general consensus is that grant funding alone will not pay for an effective stormwater management program. Depending on the size, extent of stormwater pollution, CSO long term control plan analysis, and the degree of development activity, each Albany County MS4 is faced with a range of funding needs. To date, DEC has contracted with a legal firm to research existing funding mechanisms. One of the more attractive funding options, a user fee based stormwater utility district, is of considerable interest to the developing and built-out Albany County MS4s. The status of that option is, however, unclear. Until all legal options are clearly explained to local MS4s, stop gap measures to address stormwater funding requirements, will be the norm, with municipalities drawing from the general fund, or establishing drainage districts.

In addition, the Town is investigating the creation of additional funding sources including, permit fees, review fees, fines for violations, charges for field inspections and the creation of drainage districts.

**Section F. Compliance Certification**

**Compliance Assessment** - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**Certification Statement**

*"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 gathered and evaluated 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."*

Print Name: Gregg Sagendorph \_\_\_\_\_ Title: Superintendent of Highways \_\_\_\_\_

Signature: Gregg Sagendorph \_\_\_\_\_ Date: 5/24/08 \_\_\_\_\_

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.1.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02 STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

**Regulated MS4: TOWN OF BETHLEHEM SPDES Permit Number: NYR20A208**

Annual Report Table for year ending: March 9, 2006 (Year 3)   X   2007 (Year 4)   X   2008 (Year 5)

Information about how to complete the following tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li>• <i>Explain the program, including activities and materials used</i></li> <li>• <i>Identify the personnel or outside organization conducting the activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Flyer for Town of Bethlehem's Household Hazardous Waste collection with section of "Controlling Stormwater Pollution - We Can All Help" distributed to hazardous waste collection day participants.</p> <p>Presentation of Year 4 (2006/2007) Stormwater Annual Report at a public meeting of the Town Board with general background information. The presentation utilized the stormwater pollution display from CDRPC.</p> <p>Maintained a stormwater information bulletin board in the Town Hall with general information on stormwater pollution prevention.</p> <p>Maintained dedicated stormwater webpage on Town of Bethlehem website. The webpage was updated in September of 2007 to include information on the importance of maintaining septic systems.</p> <p>General informational packet, as distributed by the National Small Flows Clearinghouse, was adopted by the Town for distribution in September 2007 regarding onsite wastewater and septic systems. The packet is targeted at existing and future residential and commercial owners and operators of these</p>	<p>May 7, 2007 (distributed 928 flyers).</p> <p>May 2007.</p> <p>Created in July 2006 - ongoing.</p> <p>Website completed in August 2006 - ongoing. Approximately 1,402 hits received on the general stormwater page. In addition, 273 hits were received on the septic system information.</p> <p>September 2007 - ongoing.</p>

systems. Beginning in 2008, the packet will be distributed to all future applicants in non-sewered areas of the Town.

Articles were published in the **Bethlehem Report**, three (3) times throughout the year, providing stormwater information targeting the general public and advertising the Town's stormwater page on our web-site. This past year featured information on lawn and pesticide use, litter, hazardous waste and solvents, permeable pavement, rain barrels, rain gardens, grassy swales and vegetated filter strips.

Conducted a survey of the general public to assess general stormwater knowledge, perceived water quality value and give residents an opportunity to express their stormwater concerns. The results of the survey have been posted on the Town's stormwater web-site.

Placed storm drain identification (curb markers) near catch basins, to alert the public against dumping pollutants into storm drains. Upon installation of the markers, "doorhangers" were distributed to area residents. The use of the storm drain markers has been incorporated as a part of the Town's Paving Program.

Developed signage prototype for tributaries, to be used to identify key water bodies within the Town in order to identify the link between stormwater quality and water quality of the Hudson River through established branding. The sign design was submitted to the Hudson River Estuary program and subsequently granted approval to use the Estuary logo.

Stormwater education and outreach materials have been developed for distribution with the Town's standard Applicant/Developer Package for new development projects. These materials are intended to target individuals responsible for the preparation of design documents and construction activities associated with new development. These materials include a stormwater management practices selection matrix, application submittal checklists, updated Town stormwater details, and a "certification program" that outlines the duties and responsibilities of the owner/developer, design professionals and construction operators.

Spring/Summer, Fall and Winter Editions distributed Town-wide through direct mailings.

Distribution of approximately 11,000 surveys in the Spring/Summer of 2007. The Town received 2,322 responses. The Town intends to update the survey within a 3-5 year period.

40 curb markers were installed in July and August of 2007, with 148 "doorhangers" distributed in support of these efforts.

Installation of the signage to begin in 2008.

Draft package materials were developed this past permit year. The materials are currently under review by the various Town Departments. The Town anticipates final acceptance of these materials in 2008, with distribution beginning upon final adoption by the Town Board. The Town is presently working together with all Developers/Applicants, and all other parties involved, on an individual project-by-project basis to increase awareness of the Town's Stormwater Management Program.

Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<p><u>Activities Planned for Next Year:</u></p> <p>Develop educational materials to promote the Town of Bethlehem <i>Electronics Collection Day</i> to be held in September/October of 2008. These efforts will target the general public in regards to the proper disposal of these materials.</p> <p>Continued distribution of materials promoting the Town of Bethlehem's <i>Spring Cleanup and Household Hazardous Waste Program</i>. The materials include a section entitled "Controlling Stormwater Pollution - We Can All Help". Flyer also available on Town of Bethlehem Website.</p> <p>Presentation of Stormwater Annual Report at the May 28, 2008 Town Board Meeting and posting of the report on the Town's stormwater web-site page. Announcements will be made informing the general public of the meeting. The report will be posted to the site in June of 2008, and will remain posted over the following year.</p> <p>Continue to track the number of visits to the stormwater webpage on Town of Bethlehem website with the website counter. Use count information to assess success of educational outreach activities.</p> <p>Further progress the effort to solicit and utilize volunteers from environmental and volunteer organizations for assistance with stenciling, information distribution, and/or other activities.</p> <p>Install tributary signage, identifying some key bodies of water within the Town.</p> <p>The Town of Bethlehem understands that these public education and outreach efforts must be ongoing and continually reinforced throughout the future implementation of the stormwater management program. The Town intends to continue to modify our educational efforts based upon the results of the Town-wide Stormwater Quality Assessment Study conducted in 2007. The survey</p>	<p>September/October of 2008.</p> <p>April 2008 (Approximately 16,000 flyers distributed to date).</p> <p>June 2008-June 2009.</p> <p>Throughout next permit year.</p> <p>Throughout next permit year.</p> <p>Signs to be installed in 2008.</p>

was intended to assess general stormwater knowledge, perceived water quality value and give residents an opportunity to express their stormwater concerns. The results of the survey have been posted on the Town's stormwater web-site. The results of future surveys, compared against this initial baseline survey, will serve as a tool that can be used to assess the overall effectiveness of the Town's public education and outreach efforts.

The Town of Bethlehem continues to provide municipal educational opportunities to Town staff and resources responsible for the implementation and enforcement of the Town's Stormwater Management Program. A training log for 2007/2008 is included in the Appendices for this report. In response to comments received in regards to the Year 4 Annual Report, The Town understands that the Town Board, Planning Board and ZBA have responsibilities and duties for approvals and enforcement under this program. However, the decisions made regarding these matters are largely based upon the advice and recommendations of our professional staff within the planning, engineering and highway departments. As a result, the emphasis of the Town's municipal education efforts has been placed in these areas. The Town will look to provide education to Town Board, Planning Board and the ZBA in the future, as appropriate.

**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

**Minimum Control Measure 2. Public Involvement/Participation**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <li>• Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Town of Bethlehem's NOI and acknowledgement documents, along with all annual reports, are available in the Town Clerk's office during business hours.</p> <p>Presentation of Year 4 Annual Report at a public meeting of the Town Board with general background information, solicited public input regarding the Town's Stormwater Program. In addition to presenting the annual report to the public, the Town has posted all annual reports for review and to solicit comments on the Town's stormwater web-site.</p> <p>Household Hazardous Waste Collection Day, permitting residents to properly dispose of paints, cleaners, pesticides, etc.</p> <p>Maintained a Town of Bethlehem Stormwater Hotline, for resident to report stormwater emergencies.</p> <p>Maintained a page on Town's Website for public complaints of illicit discharges, excess stormwater and/or general water quality issues. Web-site provides "on-line hotline" to general public in regards to complaints about stormwater issues. All complaints are logged via standardized tracking &amp; response forms.</p> <p>The public participated in a survey to assess general stormwater knowledge, perceived water quality value and give residents an opportunity to express their stormwater concerns. The results of the survey have been posted on the Town's stormwater web-site.</p> <p>Solicited and utilized volunteers from environmental and volunteer organizations for assistance with information distribution, and/or other activities:</p>	<p>2003 - Ongoing.</p> <p>May 9, 2007 Town Board Meeting.</p> <p>May 7, 2007. 126 drums (55-gallon) and 68 cubic yards of hazardous waste collected.</p> <p>Completed in Summer 2006 - Ongoing. The phone number is (518) 439-4955, Option 1.</p> <p>Fall of 2006 - Ongoing. Four (4) responses were received in Year 4 of the program regarding general stormwater issues. One (1) response was received in Year 4 regarding an illicit discharge. Illicit discharge was determined to be a result of improper maintenance procedures by restaurant. Violator was issued a notice of violation, required to remedy problem and is required to submit regular maintenance reports.</p> <p>Distribution of approximately 11,000 surveys in the Spring/Summer of 2007, with the Town receiving 2,322 responses. The Town intends to update the survey within a 3-5 year period to monitor the effectiveness of the Town's SWMP.</p> <p>Ongoing.</p>

<ul style="list-style-type: none"> <li>· Community Cleanup Days</li> <li>· Household Hazardous Waste Collection Day</li> </ul>	<p>April – October of 2007. Volunteers generally range between 10-20 individuals per monthly event.  May 7, 2007 – 6 community volunteers. 928 participants.</p>
<p><b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p> <p>To date, the annual report has been presented at a normal meeting of the Town Board. The agenda for this meeting, as well as all Town Board meetings, are available on the Town website, public access TV, and in Town Hall prior to the meeting. In addition, the Town is presently posting the annual reports on the Town's web-site. Beginning in 2009, the Town will be posting the annual report on the Town's dedicated stormwater management site for public review and comments. Should public interest or concerns dictate, a public meeting will be re-incorporated into the Town's Stormwater Management Program per the new permit requirements.</p> <p><b>Permit Reference IV.C.2.e:</b> Public presentation of; <b>f:</b> summary of comments received on; and <b>g:</b> intended response to comments on the SWMPAR.</p> <p><b>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</b></p> <p>Total number of attendees at Town Board meeting of May 28, 2008 was approximately 50. This attendance is typical.</p>	<p><b>Date of Annual Report Meeting:</b>  May 28, 2008</p> <p><b>Approximate Date of Meeting Next Year:</b>  N/A – Annual Report to be posted on the Town's web-site per new permit requirements.</p> <p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Throughout the next permit year.    May 2008.  Summer 2008.</p>
<p><b>Comments on Annual Report Meeting</b></p> <p><u>X</u> No public comments received on Annual Report.  — Comments received. <b>Attach summary of comments and intended responses.</b></p> <p><b>Additional Techniques</b></p>	<p><b>Activities Planned for Next Year:</b></p> <p>Further promote, through future publications, the Town's on-line stormwater pollution &amp; illicit discharge submission forms and Stormwater Hotline.</p> <p>Household Hazardous Waste Collection Day.</p> <p>Town Supervisor Cunningham to coordinate monthly <b>Community Cleanup Days</b> within the Town of Bethlehem.</p>

<p>Further promote the Town's two on-line submission forms, for excess stormwater and reporting illicit discharges.</p> <p>Continue to track the number of visits to the stormwater webpage on Town of Bethlehem website with the website counter. Use count information to assess success of public participation.</p> <p>Install one (1) rain garden within the Town of Bethlehem in conjunction with the Bethlehem Garden Club.</p> <p>Coordinate one additional public outreach activity (possibly through MS4 Committee). Activity to be determined based on available volunteers and/or interested parties. Potential activities include: the "Trees for Tributaries" Program, the "Project WET" Program, or an activity to be coordinated with the Boy Scouts or General Electric Community Outreach Program.</p> <p>The Town of Bethlehem understands that the public participation and involvement efforts will need to be ongoing, and potentially modified to effectively compliment the overall goals of the SWMP. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. Future comments received from the public along with participation counts for events held are metrics that can be monitored to assess the overall effectiveness of the Town's efforts.</p>	<p>Throughout the next permit year.</p> <p>Throughout the next permit year.</p> <p>Grant money has been received by the Albany County Intermunicipal Stormwater Committee, activity to be coordinated in 2008.</p> <p>2008.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i></li> <li>• <i>Revise as procedures are updated.</i></li> <li>• <i>Identify personnel or outside organization conducting the activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<p>Continued development and maintenance of Town GIS system including stream networks, drainage basins, terrain modeling, regulated MS4 boundary location, etc.</p> <p>Maintained information regarding septic system maintenance and illicit discharge on Town stormwater bulletin boards.</p> <p>Local law relative to illicit discharges has been developed and adopted by the Town. The local law was developed based upon the “model” law developed by the NYSDEC; and meets or exceeds all provisions defined within the State’s model ordinance. The local law was adopted in 2007, and became effective as of January 1, 2008.</p>	<p>Maintained and updated in Year 5 of permit.</p> <p>2007 - Ongoing.</p> <p><i>Local law effective as of January 1, 2008.</i></p>
<p><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i></li> </ul> <p>Continued mapping outfall locations with GPS equipment for inclusion in GIS model.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul> <p>Approximately 160 Town outfalls have been identified and mapped to date. Further investigations identified approximately 30 additional outfalls this past year.</p>

Scanned existing storm sewer mapping.

Through GIS software, develop mapping which identifies storm sewersheds.

In Year 4, the Town requested copies of outfall mapping of non-traditional MS4's located within Town's MS4 boundary (Albany County, NYSTA and NYSDOT) for inclusion in Town's outfall database. This past year, the Town received information from the County relative to their outfalls within the Town of Bethlehem, and has incorporated this information within the Town's GIS system.

In Year 5, 100% of the scanned storm sewer mapping was geo referenced into GIS.

The Town obtained baseline water quality data using dipstick testing (Chlorine, Ammonia, PH and Phosphate) for 10 outfalls this past year, including the one (1) outfall tested in Year 4 that had elevated levels of phosphate. The phosphate level re-tested slightly elevated, however, was significantly lower than the first test. As a result, the Town will continue to monitor this site closely and will initiate further investigation, as appropriate.

100% of available existing storm sewer mapping was scanned in Year 4 of the permit.

Completed in Year 4.

November 2006 – ongoing. NYSDOT has responded that they have not yet completed mapping. In addition, the NYS Thruway Authority has advised that mapping will not be complete until 2008.

Completed in Year 5

Ongoing (completed for all mapped outfalls).

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism**

**Permit Reference IV.C.3.c:** Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. See the instructions for information about completing this section.

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?

No (go to ADDENDUM 1)  
 Yes (complete questions below)

**Assessment of Regulatory Mechanism (Local Code)**

1) When was this assessment completed or planned to be completed?

Date completed: March 2007  
 Not yet completed (proceed to next table)  
 Plan to complete for reporting in year: 4; 5.

2) Is there an existing ordinance, local law or other regulatory mechanism?

No (go to question 5)  
 Yes

3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?

No (amendments needed)  
 Yes

4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?

No (amendments needed)  
 Yes

**Development of Regulatory Mechanism (Local Codes)**

5) When was this work completed or planned to be completed?

Date completed: Local laws adopted, effective January 1, 2008  
 Not yet completed (proceed to next table)  
 Plan to complete work below for reporting in year: 4; 5.

6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?

NYS IDDE Model Law in its entirety  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 MS4 will write language equivalent to NYS IDDE Model Law

7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?

No  
 Yes, list the local code(s) that will be changed:  
 Zoning Ordinance, Subdivision Regulations, and Solid Waste code were amended as part of the local law.

8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?

NYS IDDE Model Law in its entirety  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 Language equivalent to NYS IDDE Model Law

9) What was the date or is the planned date of local law adoption?

Date: Effective date January 1, 2008

10) Provide a web address if adopted local law can be found on a web site.

Web Address: Town of Bethlehem Website  
 (www.townofbethlehem.org)

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> <li><i>Explain activities and materials used to meet this requirement this year and planned for next year</i></li> <li><i>Identify personnel or outside organization conducting activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Training program by NYSDEC on IDDE. (other training, see Albany County information).</p> <p>IDDE Training Session 2, presented by the NYSDEC</p> <p>General informational packet, as distributed by the National Small Flows Clearinghouse, was adopted by the Town for distribution in September 2007 regarding onsite wastewater and septic systems. The packet is targeted at existing and future residential and commercial owners and operators of these systems. Beginning in 2008, the packet will be distributed to all future applicants in non-sewered areas of the Town.</p>	<p>March 9, 2006 (Town Engineer, Highway Supt. &amp; Town Supervisor in attendance)</p> <p>April 4, 2007 (4 representatives from the Town Engineering and Highway Department attended).</p> <p>September 2007 - Ongoing.</p>
<p><b>Additional Techniques</b></p> <p><u>Activities Planned for Next Year:</u></p> <p>The Town has mapped all known outfall pipes, and will continue to identify and map outfalls (with GPS equipment for inclusion in GIS model) as discovered or added to the system.</p> <p>Continue to scan new storm sewer mapping or obtain digital copies of storm sewer mapping, as projects get approved and constructed.</p> <p>Continue to update existing mapping with outfalls and storm sewer systems, as the information becomes available.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Ongoing.</p> <p>Ongoing.</p>

<p>Obtain copies of outfall mapping of non-traditional MS4's located within Town. Including additional non-traditional MS4's located within the Town's MS4 boundary (School Districts).</p> <p>Once mapping from other MS4 is received and integrated into GIS, identify any MS4's to which the Town's storm sewers are physically connected (Other MS4 outfalls to Town Storm sewer).</p> <p>During the mapping of outfalls, continue to obtain baseline water quality data using dipstick testing (Chlorine, Ammonia, PH and Phosphate).</p> <p>Continue re-sampling effluent of previously mapped outfalls to compare to baseline data to determine whether illicit discharges are occurring.</p> <p>The Town of Bethlehem understands that these efforts will need to be ongoing. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. The actual number of illicit discharges recorded along with the number of illicit discharges detected and eliminated will be tracked and will serve as measurements/metrics that can be used to assess the overall effectiveness of the Town's efforts.</p>	<p>100% of outfalls that are field located and 100% of the available storm sewer mapping will be geo referenced into the GIS mapping.</p> <p>As it becomes available (New Target October 2008)</p> <p>As mapping becomes available (New Target December 2008)</p> <p>Ongoing (completed for all mapped outfalls).</p> <p>Goal: Resample approximately 10% of mapped outfalls/year, including re-sampling of any outfalls recording elevated levels.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

**Permit Reference IV.C.4.b.i, 5.a.i:** Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?

- No (go to ADDENDUM 2)  
 Yes (complete questions below)

**Preliminary Assessment of Regulatory Mechanism (Local Code)**

Date completed: March 2007  Not yet completed (proceed to next table)  
 Plan to complete for reporting in year: 4; 5.

Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted *Sample Local Law for Stormwater Management and Erosion & Sediment Control* (Sample Local Law).

If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent

If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent

If most of the Sample Local Law provisions appear in local code; minor revisions needed

**Assessment and Development of Regulatory Mechanism (Local Code)** (continued on next page)

Date completed: \_\_\_\_\_ Not yet completed (proceed to next table)  
 Plan to complete work below for reporting in year: 4; 5.

3. When was the Gap Analysis or equivalent process completed or when will it be completed?

a.  The entire Sample Local Law adopted as amendments to existing code or as stand alone law.

- If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law.

- If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the *Gap Analysis* or equivalent process) to ensure the intent of the law has not been changed.

b.  Parts of NYS Sample Local Law adopted as amendments to existing code.

c.  Language developed by municipality was demonstrated to be equivalent.

4. How was the local code adopted or how will it be adopted\*?

*\*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.*

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism Permit Reference IV.C.4.b.i, 5.a.i (continued)**

**Assessment and Development of Regulatory Mechanism (Local Code) (continued)**

5. Answer the following questions about the Gap Analysis or equivalent processes. Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the "Equivalence" column, meaning that there is an associated "Equivalence" sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW	
	Existing clauses exactly the same as the Sample Local Law language	Existing clauses equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)
1		TABLE N/A
2		
3, 4, 5		
6		
TOTAL		

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?  No  Yes, list the local codes that will be changed: Section Section 128 Zoning Law; Section 103Subdivision Regulations and Section 97 Solid Waste were amended as part of the local law

7. What was the date or is planned date of local code adoption? Date: *Local Law effective as of January 1, 2008*

8. Provide a web address if the adopted local law can be found on a web site. Web Address: Town of Bethlehem website ([www.townofbethlehem.org](http://www.townofbethlehem.org))

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> <li>• <i>Describe the procedures below. Revise as procedures are updated.</i></li> </ul> <p>As part of the technical review practices of the Engineering Division, SWPPPs for proposed subdivision and commercial site development projects required under DEC GP permit requirements are reviewed.</p> <p>Stormwater educational and outreach materials have been developed for distribution with the Town's standard Applicant/Developer Package for new development projects. These materials are intended to target individuals responsible for the preparation of design documents and construction activities associated with new development. These materials include a stormwater management practices selection matrix, application submittal checklists, updated Town stormwater details, and a "certification program" that outlines the duties and responsibilities of the owner/developer, design professionals and construction operators.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul> <p>Ongoing – Continue to receive and review SWPPPs for 100% of projects before the Planning Board. The Planning Board presently has approximately 30 projects under review.</p> <p>Draft materials were developed between the Fall of 2007 and Spring of 2008. The materials are currently under review by the various Town Departments, and may be modified based upon recent forms developed by the NYSDEC. The Town anticipates final acceptance of these materials in 2008, with distribution beginning to all future Developers/Applicants upon final adoption by the Town Board. The Town is presently working together with all Developers/Applicants, and all other parties involved, on an individual project-by-project basis to increase awareness of the Town's Stormwater Management Program.</p>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>• <i>Explain the procedures below. Revise as procedures are updated.</i></li> <li>• <i>Identify the responsible personnel or outside organizations.</i></li> </ul> <p>The Town Zoning Law requires public hearings for subdivision, site plan, PDD, zoning changes and variances, and special use permit approval allowing public input and comment.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Ongoing.</p>

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.4.b. iii, vii:</b> Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> <li>Describe each procedure below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals are number of inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p>Procedures for inspections and enforcement, as well as sanctions to ensure compliance, have been adopted under the local law for stormwater management adopted in 2007, effective January 1, 2008. Inspection of construction sites will follow the typical procedures and protocols used in the past by the NYSDEC personnel, using standardized inspections logs. In general, the oversight of construction sites will include both pre-construction and post-construction inspections; as well as intermittent inspections during the construction activities, as deemed appropriate based upon the site conditions and construction means and methods.</p> <p>The Town has funded a new stormwater position for 2008 within the Engineering Department. The position is presently advertised and the Town is interviewing candidates. This individual will report directly to the SMO and will assist in the day-to-day site inspections and enforcement actions.</p> <p>Procedures and tracking system for inspection and enforcement of construction activities have been developed.</p> <p>Identified necessary training and available training opportunities for construction site inspectors and enforcement officials.</p>	<p><b>Local law effective January 1, 2008.</b></p> <p>Ongoing – actual hiring date pending. All required duties and responsibilities are presently performed using existing Engineering Department personnel.</p> <p>Established written procedures, tracking database, management controls and performance metrics in Year 5 of permit. Activities ongoing.</p> <p>Training is ongoing, completed training list attached.</p>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>Explain the activities and materials used to meet this requirement.</li> <li>Identify the personnel or outside organization conducting this activity.</li> <li>Indicate activities planned for next year.</li> </ul> <p>SWPPPs are required for Planning Board approval of subdivisions, site plans,</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Ongoing.</p>

<p>etc. Qualified professionals must oversee construction operations, per the Town's "Certification Program".</p> <p>Distributed educational flyers regarding stormwater pollution prevention with building, permits.</p> <p><b>Additional Techniques</b></p>	<p>Ongoing. Procured NYSDEC informational flyer "Stormwater Regulations and the Construction Industry" and distributed flyers with all building applications.</p> <p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><u><b>Activities Planned for Next Year:</b></u></p> <p>Hire Stormwater Coordinator to continue program management; perform construction inspections; perform post-construction inspections; perform IDDE inspections.</p> <p>Continue training for construction site inspectors and enforcement officials.</p> <p>Continue distribution of education flyer regarding stormwater pollution prevention with building permits.</p> <p>The Town of Bethlehem understands that these efforts will need to be ongoing. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. The actual number of construction Notice of Violations issued, along with complaints recorded from the public, will be tracked and will serve as measurements/metrics that can be used to assess the overall effectiveness of the Town's efforts.</p>	<p>Ongoing - actual hiring date pending.</p> <p>Ongoing.</p> <p>Procure additional NYSDEC informational flyer "Stormwater Regulations and the Construction Industry" and distribute with all issued permits for at least one year. (approximately 800 building permits issued annually) Distribution could be reduced as contractors become aware of new regulations.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p> <ul style="list-style-type: none"> <li>• A combination of structural and/or non-structural management practices.</li> <li>• <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul> <p>Established local ordinance to regulate post-construction runoff from new development and redevelopment. All new construction and redevelopment within the Town of Bethlehem is required to meet state standards.</p> <p>Stormwater educational and outreach materials have been developed for distribution with the Town's standard Applicant/Developer Package for new development projects. These materials are intended to target individuals responsible for the preparation of design documents and construction activities associated with new development. These materials include a stormwater management practices selection matrix, application submittal checklists, updated Town stormwater details, and a "certification program" that outlines the duties and responsibilities of the owner/developer, design professionals and construction operators.</p> <p>As mentioned in MCM4, SWPPPs are required for Planning Board approval of subdivisions, site plans, special use permits, etc. Staff in Engineering Division of DPW inspects permanent stormwater treatment facilities for approved projects</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</i></li> <li>• <i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul> <p>All site plans and SWPPP's are reviewed by qualified personnel as part of the project approval process, see previous comments</p>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p><i>Local law adopted in 2007, effective January 1, 2008.</i> All design elements pertaining to the post-construction stormwater controls are reviewed by qualified professionals.</p> <p>Draft materials were developed between the Fall of 2007 and Spring of 2008. The materials are currently under review by the various Town Departments, and may be modified based upon recent forms developed by the NYSDEC. The Town anticipates final acceptance of these materials in 2008, with distribution beginning to all future Developers/Applicants upon final adoption by the Town Board. The Town is presently working together with all Developers/Applicants, and all other parties involved, on an individual project-by-project basis to increase awareness of the Town's Stormwater Management Program.</p> <p>Effective January 1, 2008, periodic inspection of stormwater treatment facility construction and erosion &amp; sediment control measures. Frequency of facility inspections based on design recommendations; all sites with E&amp;SC measures will be spot inspected. In general, the oversight of construction sites will include both pre-construction and post-construction inspections; as well as intermittent inspections during the construction activities, as deemed appropriate based upon the site conditions and construction means and methods.</p>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul> <p>Ongoing.</p>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Procedures for inspection and maintenance of post-construction management practices.</li> <li>• <u>Explain procedures below. Revise as procedures are updated.</u></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of inspections maintenance activities performed.</i></li> </ul>
<p>Visually inspect treatment systems and audit maintenance records.</p> <p>Inspection checklists for the construction of stormwater treatment systems and erosion &amp; sediment controls, as developed by the NYSDEC, will be utilized for tracking any issues experienced during construction. Town requires submittal of O&amp;M practices for all stormwater management controls; and includes annual owner/operator inspection and reporting for all private systems. The Town requires that Owners/Operators of private systems sign maintenance agreements. In addition, the Town maintains the right to perform “spot inspections” of private systems – subject to enforcement actions.</p> <p>Established system to manage and store all O&amp;M manuals, SWPPPs, legally binding maintenance agreements, etc.</p>	<p>This task was deferred to year 6 of the program to coincide with the adoption of the local laws. Town lacked authority to inspect private systems, prior to the effective date of the local law.</p> <p>Adopted checklists and management procedures for inspection of stormwater facilities in Year 5 of the permit. Efforts to begin in 2008.</p> <p>Consolidated document storage and database completed.</p>
<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <u>Explain procedures below. Revise as procedures are updated.</u></li> </ul> <p>Begin to implement department procedures for enforcement actions including stop work orders, fines, etc.</p>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul> <p>Effective January 1, 2008.</p>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul> <p>Performed organizational and staffing analysis to determine what department will have responsibility for enforcement and associated staffing needs. The Engineering Department will perform these duties and responsibilities.</p> <p>Continue to identify training needs for key personnel inspecting and testing the performance of established stormwater treatment systems.</p>	<p style="text-align: center;"><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p> <p>See previous comments regarding new hire. Efforts are ongoing.</p> <p>Ongoing. See attached training log for training completed.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i></p>
<p><b>Activities Planned for Next Year:</b></p> <p>Utilize inspection, monitoring, testing and tracking system to check performance of stormwater treatment facilities-public and private.</p> <p>Continue to locate existing private and public stormwater treatment systems in GIS. Facility drawings and O&amp;M documents to be geo-referenced.</p> <p>Consider surety requirements for the long-term maintenance of private stormwater treatment systems as amendment to local law.</p> <p>The Town is currently in the process of developing an open space and farm protection plan.</p>	<p>Finalize and continue to modify management system, inspection and testing protocols, as deemed appropriate. Target date: September 2008.</p> <p>On-going</p> <p>Target date: August 2008.</p> <p>Target completion date of 2010.</p>
<p>The Town of Bethlehem understands that these efforts will need to be ongoing; and will need to be monitored and modified to best support the growing needs of the SWMP. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater</p>	

management program. The actual number of construction Notice of Violations issued, along with complaints recorded from the public, will be tracked and will serve as measurements/metrics that can be used to assess the overall effectiveness of the Town's efforts.

**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

**Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations**

**OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION**

<ul style="list-style-type: none"> <li>This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li><b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</li> <li><i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	<p>Town of Bethlehem Highway Department has formulated a list of potential pollutants for each practice they perform. Potential pollutants identified were sediments, nutrients, trash, metals, bacteria, oil &amp; grease, organics and pesticides.</p>
<ul style="list-style-type: none"> <li><i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> </ul>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>Continue to identify technical training opportunities for engineers reviewing and inspectors inspecting stormwater treatment systems</p> <p>Reviews with operations managers to understand existing operation procedures, waste management and storage techniques, etc. at each Town facility.</p> <p>Capital Improvement Plan - Identify any significant capital improvements at each facility.</p> <p>Identify opportunities for improvement in regards to Town-wide municipal operations standard operating procedures (SOPs). In addition, the Town has compiled a "Highway Department Field Program Activities and Associated Potential Pollutants" matrix.</p>	<p>Ongoing.</p> <p>In order to expedite and ensure completion, Town is contracting with Town Engineering consultant. This measure was originally identified as a Year 5 activity; however, the review of these operations is still ongoing. Final review to be completed in 2008.</p> <p>Ongoing, see comments above.</p> <p>The Town has developed a list and audit of Highway Department operations and SOPs. Review currently being completed in conjunction with activities listed above.</p>
<p><b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained).</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for</p>

<ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement.</i></li> <li>• <i>Identify training needs and design training components</i></li> <li>• <i>Determine the adequacy and appropriate frequency of staff training.</i></li> <li>• <i>Identify personnel or outside organization conducting activities.</i></li> </ul>	<p style="text-align: center;"><i>next years activities)</i></p> <p>Meeting to be held quarterly starting in Summer 2008 and continuing forward. Meetings to involve staff from the Engineering Division and Highway Department, and others as appropriate.</p> <p>Over 350 hours of training completed - Summary of training attached.</p>
<p>Established quarterly stormwater meetings to implement program goals.</p> <p>Extensive Town employee training (Summary attached). Training for several departments within the Town including the Engineering Division, Highway Department, Building Department &amp; others.</p>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Ongoing.</p> <p>To be completed in Year 6 of the permit.</p>
<p><b>Additional Techniques</b></p> <p><u><i>Activities Planned for Next Year:</i></u></p> <p>Establish clear protocols for inter-departmental communication and coordination related to stormwater activities.</p> <p>Establish a performance metric system that puts priority on stormwater pollution efforts.</p>	
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 6. Municipal Operations:**  Street and Bridge Maintenance;  Winter Road Maintenance;  Stormwater System Maintenance;  Vehicle and Fleet Maintenance;  Park and Open Space Maintenance;  Municipal Building Maintenance;  Solid Waste Management;  Other: Department of Public Works – water and sewer treatment and collection / distribution

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</li> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	<p align="center"><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>Completed an audit of the Highway Department's standard operating practices (SOPs). Made a list of Highway Division SOP's and discussed improvement areas for good housekeeping measures.</p> <p>Compiled a list of all Highway Department activities. With this list, another list of potential pollutants was compiled.</p>	<p>Fall 2006.</p> <p>Fall 2006.</p>
<p>Formulated written policies and procedures, listing specific step-by-step instructions, for housekeeping, street sweeping, catch basin maintenance, etc.</p> <p>Developed standard operating procedures (SOPs) related to stormwater program activities.</p>	<p>September 2007.</p> <p>December 2007.</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing best management practices</li> <li>• Briefly describe or reference any planned best management practices</li> </ul>	<p align="center"><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>Formalized best management practices are presently under review, but not formally documented. The Town does perform operations like street sweeping, brush collection, leaf pickup on a routine, routed basis. Develop best management practices for frequency of maintenance of stormwater treatment facilities, procedures for maintenance operations, protocols storage of materials and stockpiles, etc.</p>	<p>Target December 2008.</p> <p>Approximately 500 Miles of street sweeping completed in 2007.</p> <p>50,717 cubic yards of leaves, yard waste, &amp; tree limbs collected in 2007.</p>

	126 drums (55-gallon) and 68 cubic yards of waste collected through the Household Hazardous Waste Collection Day '07.
<p><b><u>Activities Planned for Next Year:</u></b></p> <p>Household Hazardous Waste Collection Day in 2008.</p>	May 2008.
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	<b>DO NOT ENTER INFORMATION IN THIS CELL</b>
<p>Total Highway Department staff is approx. 60 people. Each is involved some portion of the stormwater program but not necessarily dedicated to the program (i.e., recycling, street sweeping, brush pickup, storm sewer maintenance, etc.). Total Town operations and maintenance staff approx. 120 between several departments</p>	
<p>The Town has heavy equipment including excavators, vac-trucks, dump trucks, street sweepers, etc. necessary to perform most of the municipal functions.</p>	Need to evaluate additional equipment needs for maintenance of storm water treatment ponds, wetlands, etc. including small excavators.
<p>Additional Staff Required to maintain stormwater program, inspect construction activities, post construction inspections of permanent Water Quality treatment facilities and track and locate illicit discharges. One stormwater coordinator to be hired</p>	Date pending, see previous comments.

**Minimum Control Measure 6. Municipal Operations:**   X Street and Bridge Maintenance;   X Winter Road Maintenance;   X Stormwater System Maintenance;   X Vehicle and Fleet Maintenance;   X Park and Open Space Maintenance;   X Municipal Building Maintenance;   X Solid Waste Management;   X Other:   Department of public works water and sewer treatment and collection / distribution

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p> <ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The Town has initiated reviews of the Town owned facilities with operations managers to understand existing operation procedures, waste management and storage techniques, etc.</p> <p>Capital Improvement Plan - Identify any significant capital improvements at each facility.</p> <p>Identify opportunities for improvement in regards to Town-wide municipal operations standard operating procedures (SOPs). In addition, the Town has compiled a "Highway Department Field Program Activities and Associated Potential Pollutants" matrix.</p>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p> <p>In order to expedite and ensure completion, Town is contracting with Town Engineering consultant. This measure was originally identified as a Year 5 activity; however, the review of these operations is still ongoing. Final review to be completed in 2008.</p> <p>Ongoing, see comments above.</p> <p>The Town has developed a list and audit of Highway Department operations and SOPs. Review currently being completed in conjunction with activities listed above.</p>
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul> <p>Obtained copy of NYS Non Point Source Roadway &amp; ROW Maintenance catalog and other reference materials related to maintenance operations</p> <p>Locate training materials for in-house training through APWA, etc. Determine</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>July 2006.</p> <p>October 2006.</p>

<p>where to obtain acceptable training materials (i.e., videos, etc.).</p> <p>Training remains ongoing, see attached training for current year of the permit.</p>	<p>Activities ongoing.</p>
<p><b>Additional Techniques</b></p> <p>The Town is presently conducting a pilot program to assess an alternative, more environmentally friendly deicing material.</p> <p>The Town presently has an "Integrated Pest Management Plan". Town local law limits the use of pesticides on Town owned property. In Year 5 a pesticide management committee was established.</p> <p>Colonial Acres Golf Course operated by the Town is an "Audubon Cooperative Certified Sanctuary" for good-housekeeping practices utilized in the maintenance of the facility.</p>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Program is currently ongoing.</p> <p>Ongoing.</p> <p>Ongoing.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Did you include any of the following documents as appendices? Put a mark each appended document.**

\_\_\_ N/A \_\_\_ Summary of public comments received on the annual report at the public presentation **(Required)**

\_\_\_ N/A \_\_\_ Intended response to comments on the annual report **(Required)**

\_\_\_ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.

\_\_\_ Other \_\_\_

**ADDENDUM #1**

**SUMMARY OF GOALS COMPLETED WITH THE  
ALBANY COUNTY INTERMUNICIPAL STORMWATER COMMITTEE**



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

**Regulated MS4:** \_\_\_\_\_ **SPDES Permit Number: NYR20A** \_\_\_\_\_

Annual Report Table for year ending: March 9, 2006 (Year 3)   X   2007 (Year 4)   X   2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.1.a, b:** Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).

- *Explain the program, including activities and materials used*
- *Identify the personnel or outside organization conducting the activity.*
- *Indicate activities planned for next year.*

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT**

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT**

**GOAL:** Establish a viable administrative, sustainable structure to implement an informed, collaborative MS4 Stormwater Program for Minimum Control Measure best addressed cooperatively.

**1) Stormwater Coalition Intermunicipal Agreement**

**EXPLANATION:**

**1) Stormwater Coalition Intermunicipal Agreement**

**In Year 5 (2007-2008)**, the Committee focused on developing an Intermunicipal Agreement to form a membership, fee-based Stormwater Coalition. This has been an inclusive effort involving to varying degrees all participants in the two NYSDEC Stormwater Implementation Grants. To effectively plan, coordinate, and fund public education and outreach activities of benefit to multiple MS4 municipalities there needs to be a reliable source of

**COMPLETED TASKS:**

- **Stormwater Coalition Sub-Committee-Met** 5 times (3/13, 4/24, 5/22, 6/7, and 6/28) to review existing stormwater coalition intermunicipal agreements; evaluate host organization options; and develop an informational mailing to elected officials. Participants: Town of Bethlehem (1 or 2 Engineering Staff); Town of Colonie (1 Stormwater Program Officer and 1 Asst to Town Supervisor); Albany County (1 Engineering Tech); Village of Menands (1 Asst to

revenue and an ability to easily collaborate on all aspects of program implementation (planning, purchasing of materials, allocation of staff, record keeping of completed activities). The purpose of the Intermunicipal Agreement is to create this needed administrative structure and establish a method of funding the Coalition which fair to all members, low risk, and reliable. Careful development of an acceptable intermunicipal agreement and fee structure has been a top priority.

**In Year 6 (2008-2009)**, by June 1, 2008 all 12 municipal MS4s in Albany County will decide if they want to sign the Intermunicipal Agreement. Depending on these individual municipal decisions, the envisioned Coalition may or may not be established.

the Mayor); and Town of Guilderland (1 Stormwater Program Coordinator)

- **Meetings with Albany County (Proposed Coalition Host)**  
Over 9 meetings (12/17, 1/7, 1/11, 2/6, 2/14, 2/20, 3/3, 3/7, 3/10) with various County staff to discuss some aspect of the proposed Stormwater Coalition (ie. Need for Coalition, Purpose of Coalition, Role of the Host, Budget Development). Participants: Albany County (Director of Planning Dept, Commissioner of DPW, Senior Natural Resources Planner, DPW Senior Engineer Tech, Asst to County Exec, Budget Analyst, Policy Director, and SW Committee Stormwater Coordinator)
- **Stormwater Coalition Straw Poll**  
All 12 MS4s responded to a Straw Poll, developed by the SW Committee Coordinator asking for info about genuine interest in stormwater coalition, range of membership fees, other issues. Participants: All reps to the Albany County Intermunicipal Stormwater Committee
- **Stormwater Coalition Intermunicipal Agreement-Text.**  
**Attorney hired to develop the SW Coalition Intermunicipal Agreement.** Various meetings related to hiring the attorney (Drafting of Scope of Services, Request for Quotes). Participants: Albany County (Director of Planning, Purchasing Dept staff, Law Dept Contracts Attorney)
- **Intermunicipal Agreement Concept Meeting (2/11).** Reps to the Albany County Intermunicipal Stormwater Committee met with the attorney, Robert Feller to discuss conceptual elements of the Intermunicipal Agreement. Participants: Albany County (Senior Natural Resources Planner and SW Committee Program Coordinator); City of Albany (Asst Commissioner-Water Board); Town of Bethlehem (2 staff from Engineering Dept); City of Cohoes

(City Engineer); Town of Colonie (SW Program Coordinator and Highway Supervisor); Village of Colonie (Asst to Commissioner of Highways); Village of Green Island (Asst to the Mayor); Town of Guilderland (Director of Development and Code Enforcement Officer); Village of Menands (Asst to the Mayor); Town of New Scotland (Building Inspector and Town Designated Engineer); Village of Voorheesville (Stormwater Management Officer and Commissioner of Highways); City of Watervliet (MS4 Consultant).

**2) Understanding MS4 Permit Requirements (Public Education and Other MCMs)**

**COMPLETED TASKS:**

- **Albany County Intermunicipal Stormwater Committee Monthly Meetings.** Village Hall, Menands or Water Plant Meeting Room, Village of Green Island. Agenda items are all encompassing and related to some aspect of MS4 Permit implementation. Information and articles are provided describing trends in SW management, locally and nationally. 13 Committee meetings in Year 5 (2007: 3/22, 4/26, 5/24, 6/28, 7/26, 8/23, 9/27, 10/25, 11/15, 12/20. 2008: 1/24, 2/28, 3/27). Participation: Generally a representative from each MS4 municipality attends, along with representatives from Albany County Soil and Water Conservation District and the Capital District Regional Planning Commission. Attendance is voluntary, with some municipalities providing consistent representation, and others variable representation. Attendance sheets are attached.

- **Year 3 and Year 4 Annual Report (AR) Review Meetings with NYSDEC Region IV Stormwater Staff.** Various meetings were organized with DEC staff to discuss the DEC critique of MS4 Annual Reports, issues, and other concerns. Year 3 AR Mtgs w/ DEC as follows: In 2007, 3/9-Town of Colonie; 3/19-City of Albany; 3/23-V of Green Island, City

**2) Understanding MS4 Permit Requirements (Public Education and Other MCMs)**

**EXPLANATION:**

**In Year 5 (2007-2008)**, a variety of venues were used to help staff from individual municipal MS4s better understand permit requirements generally (monthly Stormwater Committee meetings) and more specifically the needs and shortcomings of their own individual MS4 programs (Albany County Intermunicipal Stormwater Committee meetings with Region IV NYSDEC staff to discuss Annual Report Reviews). If well informed, MS4 reps to the Albany County Intermunicipal Stormwater Committee, are better positioned to implement public education and outreach programs within their own municipal MS4s.

**In Year 6 (2008-2009)**, staff support for the coordination of Albany County Intermunicipal Stormwater Committee related meetings will continue until December, 2008.

of Watervliet, City of Cohoes; 3/26-Towns of Bethlehem, New Scotland, and Guilderland; 3/29-Villages of Colonie and Menands; 3/30-Albany County. Year 4 Annual Report Meeting: On 12/20/07 DEC staff attended the monthly meeting of the Albany County Intermunicipal Stormwater Committee. Additional private meetings were held with DEC, upon request of individual municipalities. Participation: See attached attendance sheets.

- **Critique of DRAFT Stormwater Permits (Construction and MS4).** Representatives to the Albany County Intermunicipal Stormwater Committee met 11/29/07 to discuss the DRAFT Stormwater Permits presented by NYSDEC to the public. SPDES Permit GP-02-01 for Construction Activity and SPDES Permit GP-02-01 for MS4s are scheduled for renewal in 2008, to last five years. Comments were submitted in writing to DEC. Process of evaluation illuminated key elements of the new permit, and helped clarify for MS4 potential new permit requirements for which they might be responsible. Participants: Albany County (NH SW Coor and Senior Engineer Tech-MDR); City of Albany (WL-Asst Comm Water Board); Town of Bethlehem (PP-Engineer); City of Cohoes (GN-City Engineer); Town of Colonie (JD-SW Coordinator); Village of Green Is (Asst to Mayor-SW and Parks/Rec-MA); Village of Menands (Asst to Mayor-PR); Town of New Scotland (Buildg Insp-PC and TDE-KM); Village of Voorheesville (CEO and High-WS and GG); and City of Watervliet (MS4 Consultant-NO).

### 3) Long Term Funding of all MS4 Permit Requirements

#### COMPLETED TASKS:

- **Financing Stormwater-Speakers and Panel Discussion. June 21, 2007.** Public Operations Building, Town of Colonie. Speakers: Marlou Gregory and Elizabeth Treadway-AMEC; and Robert Feller, Attorney-Bond,

### 3) Long Term Funding of all MS4 Permit Requirements

#### EXPLANATION:

**In Year 5 (2007-2008)**, based on continued interest in stormwater utility districts and an opportunity to potentially fund some aspect of developing a

stormwater utility district, the Albany County Intermunicipal Stormwater Committee organized a Financing Stormwater program, which included three guest speakers. Building on information presented at a similar program the previous June (2006), this program was an attempt to assemble the most recent information related to NYS Funding, and tap into the knowledge of several consultants with national experience developing stormwater utility districts.

The effective implementation of MS4 Permit requirements will require adequate funding, and to date, as MS4s better understand their own stormwater conveyance systems and municipal stormwater issues, few municipalities of a certain population size have solved this funding problem. The purpose of this program was to provide some updated information regarding New York State law, and a national perspective demonstrating that others have solved this financing problem.

**In Year 6 (2008-2009)**, the Albany County Intermunicipal Stormwater Committee will sponsor a field trip to neighboring municipalities from other states with operational stormwater utility districts (So. Burlington, VT and/or Reading, MA). The purpose is to better understand how best to establish a stormwater utility district, with the hope that interested MS4s may pursue this funding approach within the next five years.

#### **Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC EDUCATION & OUTREACH**

#### **EXPLANATION:**

##### **1) Power Point Presentations**

**In Year 5 (2007-2008)** the Stormwater Program Coordinator for the Albany County Intermunicipal Stormwater Committee was a guest speaker at three programs. The target audience for each presentation varied, however the

Schoeneck, and King. Topics: Summary of Research-NYS Law; Nationwide-Local Case Studies; Your Stormwater Program Concept-Understanding Options; and what you can do NOW. Participants: Representatives from Albany County, City of Albany, Town of Bethlehem, City of Cohoes, Town of Colonie, Village of Colonie, Village of Green Island, Town of Guilderland, Village of Menands, Town of New Scotland, and the City of Watervliet attended this program, along with staff from Rensselaer County, Town of Clifton Park, City of Saratoga Springs, Town of Halfmoon, City of Rensselaer, City of Troy, CDRPC, NYSDEC, and ACSWCD.

#### **Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC EDUCATION & OUTREACH**

**GOAL: Educate all sectors of the Albany County community in SW Permit Requirements, polluted stormwater generally using a variety of strategies, with the intent of generating interest and support for implementing effective MS4 programs to address a recognized water quality problem.**

#### **COMPLETED TASKS:**

##### **1) Power Point Presentations**

- March 26, 2007. Presentation to Albany County Participation In Government high school class. Cornell Coop Ext on Martin Road. ~25 high school students.

message was the same: 1) a general description of stormwater pollution-why it's a problem; 2) an overview of the stormwater permits, their purpose and regulatory context; and 3) an overview of Albany County Intermunicipal Stormwater Committee activities.

**In Year 6 (2008-2009)** at the request of others, the Stormwater Program Coordinator for the Albany County Intermunicipal Stormwater Committee has been asked to speak at the following venues: May 13, 2008 Town of Colonie Planning Board; June 10, 2008 NYCOM Conference

## 2) Project Wet

### Albany County Intermunicipal Stormwater Committee Activities:

**In Year 5 (2007-2008)**, the Albany County Intermunicipal Stormwater Committee sponsored two events related to Project Wet, an activity based approach to teaching others about stormwater pollution of all kinds. The first event was a short overview of some of the Project Wet activities, while the second was a Training Workshop for municipal staff interested in conducting Project Wet activities within their municipality (Parks and Rec staff, SW program coordinators).

**In Year 6 (2008-2009)** five Project Wet kits, with assistance from a Village of Colonie Boy Scout troop will be assembled and distributed to municipalities and agencies interested in conducting Project Wet activities. The goal is to adequately train a core group of interested MS4 staff in some or potentially all of the Project Wet activities associated with stormwater management and pollution. The core group will be available as needed in their own municipalities and depending on interest and type of program potentially

Organized by Margaret Della Rocco, Albany County DPW

- May 16, 2007. Presentation to McKownville Neighborhood Association, Western Ave Holiday Inn. ~20 neighbors attended and the Guilderland Town Supervisor. Organized by a member of the Neighborhood Association and League of Women Voters representative to the Albany County Water Quality Coordinating Committee, with support from the Town of Guilderland Stormwater Program Coordinator
- September 13, 2007. Presentation to local legislators and other state leadership. Purpose: Raise awareness among legislators that the municipal "MS4" SW Permit exists, that it costs money and time, and that financial and NYSDEC agency support for permit implementation is critical. ~40 attendees. Sponsored by the Albany County Water Quality Coordinating Committee.

## 2) Project Wet

### Albany County Intermunicipal Stormwater Committee Activities:

- **October 10, 2007.** Dee Strisna, NYSDEC Project Wet coordinator, Five Rivers Environmental Education Center, presented Wet activities to staff from the following municipalities: Albany County (Senior Engineering Tech-MDR, Senior Natural Resources Planner-LD); Town of Bethlehem (Town Engineer-PP and Parks and Rec staff-Jason); Town of Colonie (SW Program Coor-JD); Village of Menands (Asst to Mayor-PR).
- **March 6, 2008.** Dee Strisna, NYSDEC Project Wet Training Workshop, Five Rivers Environmental Education Center. Staff from the Village of Colonie (2 -Parks and Rec), Town of Colonie (SW Program Coordinator), City of Cohoes (1 staff Parks and Rec), Albany County Soil and Water Conservation District (1-Office and grants manager).

available for Project Wet presentations outside their municipality. Target audience for Project Wet: Children-Ages of 6 to 14 and for some activities - Adults with limited understanding of water quality issues.

**Albany County Soil & Water Conservation District-Project Wet Activities:**

**In Year 5 (2007-2008)**, District staff read the story "All the way to the Ocean" by Joel Harper to school children in four elementary schools. Students discussed ways stormwater pollution can be prevented. Ronny Raindrop ® was on hand to greet the students.

120 Pet Waste Magnets were distributed to vet clinics (ten) around the County.

**3) Stormwater Literature**

**In Year 5 (2007-2008)**, large quantities of two publications were printed for distribution within MS4s. They are the Vermont Erosion and Sediment Control Handbook and the University of Connecticut Cooperative Extension Rain Garden Manual. These publications were selected because they had proven to be high demand publications of long term benefit to municipalities.

**In Year 6 (2008-2009)** a strategy for effectively distributing the above publications, to the appropriate target audience will be developed, either collectively or by individual MS4s. Possible target audiences: Vermont E and SC Handbook-Contractors, Municipal Staff and Land Use officials, SWPPP Design Engineers, Rain Garden Handbook-Homeowners, Small Businesses, Landscapers, Garden Shops

Most likely the distribution of Rain Garden manuals will be integrated with Rain Garden public participation and publicity activities. The Vermont

**Albany County Soil & Water Conservation District-Project Wet Activities:**

- **November 26, 2007** - Harmony Hills Elementary - 60 2nd grade students (Cohoes School District) - 4 classes
- **November 29, 2007** - Southgate Elementary - 65 3rd grade students (North Colonie School District) - 3 classes
- **January 14, 2008** - Sheridan Preparatory School (Albany City School) - 60 1st through 3rd grade students
- **January 18, 2008** - Arbor Hill Elementary - (Albany City School) 25 students

**Planned for Year 6**

- **April 8, 2008** - Boght Hills Elementary (North Colonie School District) - 62 1st grade students - 3 classes

**3) Stormwater Literature**

- Purchased 5,000 Vermont Hand Erosion and Sediment Control Handbooks and 3750 University of Connecticut Cooperative Extension Rain Garden Manuals

Handbook with Erosion and Sediment Control Handbook will be integrated into Code Enforcement Officer and/or Stormwater Management Officer construction site inspections activities, public programs, and training events.

**4) Regional billboard campaign**

**In Year 5 (2007-2008)** as a continuation of the Year 4 regional billboard campaign, two public service (free) billboard locations were selected in Albany County to be on display February, 2008. Given that grant money has been allocated for other purposes, this ends the billboard effort for Albany County. The target audience was non-selective and limited to individuals driving their cars.

**5) Planning and Zoning Board Members**

**In Year 5 (2007-2008)**, funded with grant money, various municipal officials attended the CDRPC Local Government Planning/Zoning Workshop where they learned about the Stormwater Permits. As individuals directly responsible for making land use decisions and often community leaders representing a cross section of interests within the community, they are a critical audience to educate about stormwater management generally and permit requirements (Construction and MS4) specifically.

**In Year 6 (2008-2009)** training of existing and newly appointed planning board members in both stormwater permit basics, and Better Site Design fundamentals will be encouraged. Over 14 staff from MS4s are scheduled to attend a SUNY ESF Better Site Design class in May, 2008

**Additional Techniques**

**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

**4) Regional billboard campaign**

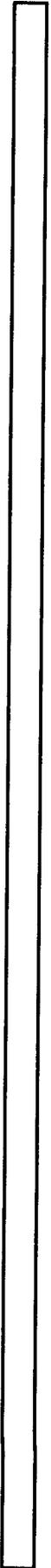
- During February, 2008 according to LaMar Advertising, two billboards were posted in Albany County along NY 2 at Watervliet and 300' N/O 3<sup>rd</sup> Street on Watervliet Ave. Motorists were the target audience, the message simple and two-fold: 1) untreated stormwater enters lakes and rivers 2) car washing soap, leaf debris, and litter enters storm drains, then enters lakes and rivers.

**5) Planning and Zoning Board members**

May 7, 2007. CDRPC at HVCC Bulmer Center. Local Government Planning/Zoning Workshop. Participants: City of Watervliet (Planning/Zoning Bd-11); Village of Green Island (Planning/Zoning Bd-11).

**Describe Measurable Goals and Results (when applicable)**

**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)



**Minimum Control Measure 2. Public Involvement/Participation**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.2.c.iii.:** Design and conduct a public involvement / participation program.

- Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.
- Indicate activities planned for next year.

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT**

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT**

**EXPLANATION:**

See comments above. Developing a sustainable, cooperative program which includes public participation depends on establishing a stormwater coalition intermunicipal agreement; understanding MS4 permit requirements, and establishing a mechanism for long term funding.

See comments above.

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC INVOLVEMENT/PARTICIPATION**

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC INVOLVEMENT/PARTICIPATION**

**EXPLANATION:**

**1) Rain Gardens**  
**In Year 5 (2007-2008)**, the Albany County Intermunicipal Stormwater Committee agreed to partner with Cornell Cooperative Extension Master Gardeners and the Albany County Soil and Water District to establish 3 demonstration Rain Gardens in Albany County on publicly owned land in urbanized areas. Additional gardens may be constructed outside the urbanized areas. The Albany County MS4s were responsible for identifying potential rain garden sites and providing training literature, Master Gardener staff critiqued site locations, and the Soil and Water Conservation District researched plant

**GOAL:** Actively engage diverse sectors of the Albany community to proactively address water quality problems through personal actions.

**COMPLETED TASKS:**

**1) Rain Gardens**

The Albany County Intermunicipal Stormwater Coordinator through phone conversations and various meetings with institutional partners has helped facilitate the involvement of MS4 municipalities. Most of the actual work will be completed by Master Gardeners, municipal staff, and other volunteers. Three preliminary rain garden sites have been selected (City of Cohoes Veterans Park; Shaker Museum Parking Lot-Town of Colonie and Albany County; and Town of Bethlehem Elm Ave Parks and Rec Building). MS4 Participation:

suppliers and equipment rentals. Funding support has been provided through grants associated with the Albany County Soil and Water Conservation District and the Albany County Intermunicipal Stormwater Committee.

**In Year 6 (2008-2009)**, the 3 rain gardens will be constructed (summer) with design direction from Master Gardeners; digging assistance, as needed from the municipalities; purchasing of vegetation coordinated by Soil and Water Conservation District; publicity arranged; and signage developed with assistance from the Albany County Dept of Planning.

### 2) Volunteer Stream Monitoring and Water Quality Analysis

**In Year 5 (2007-2008)** the Albany County Intermunicipal Stormwater Committee organized an informational program about stream biomonitoring. With funding support from the Hudson River Estuary Program, Kelly Nolan from Watershed Assessment Associates presented a power point and stream side demonstration of bio-monitoring techniques. The purpose of the program was to familiarize interested MS4 staff with stream bio-monitoring techniques and lay the conceptual ground work for developing a volunteer stream monitoring program along select stream corridors in MS4 areas.

**In Year 6 (2008-2009)**, should the Albany County MS4s form a Stormwater Coalition, volunteer stream monitoring may be a public participation activity of interest to Coalition members.

### 3) Storm Drain Markers

#### Hudson River Sub-Watershed (Hudson Watershed-North-on 303 (d) List)

**In Year 5 (2007-2008)** the Environmental Facilities Corporation based in the NYSDEC building on Broadway in downtown Albany decided to organize a storm drain marker volunteer activity on Earth Day April 22, 2008 along So. Pearl Street where stormwater is collected then conveyed directly to the Hudson River. With support from the City of Albany (catch basin clean out, traffic cones, instructions re: marker application), Downtown Business Improvement District (street sweeping and publicity), and the Albany County Intermunicipal Stormwater Committee staff (markers, adhesive, informational literature), volunteers are scheduled to attach ~ 30 storm drain markers in the downtown area.

City of Cohoes-Mayor and City Engineer; Town of Bethlehem-2 Staff Engineers; and Albany County-DPW Senior Engineer Tech and Senior Natural Resources Planner.

### 2) Volunteer Stream Monitoring and Water Quality Analysis

**October 10, 2007.** Stream Monitoring Demonstration-Five Rivers Environmental Education Center. Presenter: Kelly Nolan, Watershed Assessment Associates. Participants: Albany County (Senior Engineering Tech-MDR, Senior Natural Resources Planner-LD); Town of Colonie (SW Program Coor-JD); Village of Green Island (Parks/Rec staff-MA).

### 3) Storm Drain Markers

**February/March 2008.** Phone conversations, literature distribution, and site visits with Albany County Intermunicipal Stormwater Committee staff and Environmental Facilities Corporation coordinator. Date of volunteer activity: April 22, 2008

<p><b>Normanskill Sub-Watershed (Krumkill on 303 (d) Waterbody List)</b></p> <p><b>In Year 6 (2008-2009)</b>, based on queries to the Albany County Intermunicipal Stormwater Committee Coordinator from Scout Troops, potentially more storm drain marker volunteer activities, with the Krumkill sub-watershed of particularly interest (markers available for that area).</p> <p><b>4) Vegetative Planting in Stream Corridors (Normanskill Creek)</b></p> <p><b>In Year 5 (2007-2008)</b> Albany County staff responded to a request from the Hudson River Estuary Program (HREP) to participate in a Trees for Tribes stream corridor project. Staff located a site and arranged for the participation of Normanskill Farm staff in organizing the event. Posters were distributed among a variety of organizations (Community Gardens, Hudson Mohawk Land Conservancy) and over 40 volunteers participated. HREP provided the trees and staff coordination of the event.</p> <p><b>In Year 6 (2008-2009)</b> currently no plans to repeat this event in another location.</p>	<p><b>4) Vegetative Planting in Stream Corridors</b></p> <p><b>October 13, 2007. Trees for Tribes Planting, Normanskill Farm and Mohawk-Hudson Land Conservancy Property.</b> Albany County staff and the manager of the Normanskill Farm in the City of Albany sponsored a Trees for Tribes planting on the Normanskill. Organized by the Hudson River Estuary Program, over 40 volunteers from Community Gardens, Hudson-Mohawk Land Conservancy, College of St. Rose Environmental Club participated in this day-long event. ~200 trees were planted</p>
<p><b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>	
<p><b>Permit Reference IV.C.2.e:</b> Public presentation of; <b>f:</b> summary of comments received on; and <b>g:</b> intended response to comments on the SWMPAR. <b>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</b></p>	
<p><b>Comments on Annual Report Meeting</b></p> <p>___ No public comments received on Annual Report. ___ Comments received. <b>Attach summary of comments and intended responses.</b></p>	<p><b>Date of Annual Report Meeting:</b></p> <p><b>Approximate Date of Meeting Next Year:</b></p>
<p><b>Additional Techniques</b></p> <p><b>Describe Measurable Goals and Results (when applicable)</b> <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>	
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and</b></p>	

**provide a reason(s) for the change:**

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**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i></li> <li>• <i>Revise as procedures are updated.</i></li> <li>• <i>Identify personnel or outside organization conducting the activities</i></li> </ul> <p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p><b>EXPLANATION:</b></p> <p>See comments above. Developing a sustainable, IDDE program depends on establishing a stormwater coalition intermunicipal agreement; understanding MS4 permit requirements; and establishing a mechanism for long term funding.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p><b>EXPLANATION:</b></p> <p>See comments above.</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-DEVELOPMENT of an IDDE PROGRAM</b></p> <p><b>EXPLANATION:</b></p> <p>1) Required Tasks (Adoption of IDDE Local Law and Outfall Mapping)</p> <p><b>In Year 5 (2007-2008), MS4 municipalities focused on completing required elements of the MS4 Permit (adopting the IDDE Local Law and</b></p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-DEVELOPMENT of an IDDE PROGRAM</b></p> <p><b>GOAL:</b> To adopt compliant Local Laws, map outfalls, and develop a GIS functionality available to all MS4s which integrates stormwater related GIS layers into the overall management and implementation MS4 stormwater programs.</p> <p><b>COMPLETED TASKS:</b></p> <p>1) Required Tasks (Adoption of Local Law and Outfall Mapping)</p>

mapping outfalls). The Albany County Intermunicipal Stormwater Committee generally and the stormwater coordinator specifically assisted as follows:

- a) **IDDE Local Law Monitoring and Troubleshooting.** During monthly Committee meetings and conversations elsewhere the coordinator monitored the local law adoption effort and members shared information related to the DEC Model IDDE Law and discussed various versions adopted in their own municipality.
- b) **Trimble GPS Training.** Evolving outfall mapping training needs were identified and funded with grant money
- c) **Shared services-Outfall Mapping and Trimble Unit.** MS4 staff shared expertise across municipalities to help interested municipalities complete outfall mapping task. To help develop an MS4-wide outfall wide, shapefiles have been shared across municipalities.

## 2) Internet Mapping System

**In Year 5 (2007-2008)**, an informational program (6/15/07) was organized to explore the benefits of using grant money to purchase an internet mapping system, similar to one used by MS4 municipalities in Schenectady County. Existing mapping requirements related to outfall mapping and likely additional requirements as described in the DRAFT permit (dry weather screening, the delineation of sewershed boundaries, identification of pollutants of concern, waterbodies of concern, and geographic areas of concern) suggest a strong need for embracing GIS as a valuable tool for

a) **IDDE Local Law Monitoring and Troubleshooting.** Monthly meetings of the Albany County Intermunicipal Stormwater Committee were conducted in Year 5 where progress regarding adopting local laws was discussed. As of March, 20087, all municipal MS4s adopted their IDDE Local Laws.

b) **Trimble GPS Training.** June 29, 2007. GPS Training in City of Cohoes with Malcolm Pirmie. Participants: 5 Cohoes staff (City Engineer, Info Services, Others)

### c) Shared services-Outfall Mapping and Trimble Unit

- **May 25, 2007 and June 1, 2007.** Village of Menands. Assistance with outfall mapping and use of Trimble GPS Unit (Village of Menands staff and Albany County Stormwater and Planning staff)
- **Date???** Village of Green Island. Assistance with outfall mapping and use of Trimble GPS Unit (Village of Green Island staff and Albany County Stormwater and Planning staff)

## 2) Internet Mapping System

- **June 15, 2007 Informational Meeting-Schenectady Internet Mapping System and LiDAR technology.** Participants: Albany County (Planning Dept staff-3, Info Services staff-3, DPW staff-1); City of Albany (Law-1, Engineering-2 staff); City of Cohoes (Engineering-1 and Info Services-1 staff); Town of Colonie (Stormwater Coordinator-1); Village of Colonie (DPW Staff-2; Info Services?-2); Village of Green Island (Mayor, Asst to Mayor, Parks/Rec staff-1, Info Services?); Town of Guilderland

**implementing MS4 permit requirements.**

A variety of individuals attended the 6/15/07 program such that a critical mass of interested MS4 reps and County staff agreed to include, within the \$258,000 grant work plan and budget, sufficient funds to develop an internet mapping system. The process of generating support and interest in the internet mapping system involved several meetings with a variety of individuals, as indicated.

Simultaneously there was a concurrent interest in supporting efforts to fund the acquisition of a County-wide LiDAR set. This data set happened to be a high priority of the NYSDEC FEMA flood plain mapping program and if acquired would enhance the overall functionality of the internet mapping system, providing to users current Albany County elevation data at a high level of accuracy.

Such elevation data is also helpful to engineers, watershed planners, and others interested in how water moves across the land surface. Consequently, the 6/15/07 program included a presentation about LiDAR, as the timing of the LiDAR fly-over and funding needs happened to coincide with interest in the Internet Mapping System.

A separate effort, sponsored by the Albany County Water Quality Coordinating Committee, with support from various Hudson River front MS4 municipalities led to a letter writing campaign directed at elected officials urging them to support the acquisition of LiDAR technology throughout Albany County.

**In Year 6 (2008-2009)**, all steps related to purchasing, designing, developing, and implementing the Internet Mapping System need to be completed by December, 2008. As part of the design the integration of tracking forms related to MS4 Permit requirements (outfall inspections, priority pollutants, hotline data, inspection forms, outreach and education activities, etc) will be considered.

**3. Dry Weather Screening of Outfalls**

**In Year 5 (2007-2008)** grant funding was allocated for the acquisition of equipment needed to test outfalls using the protocol developed by the

(Stormwater Coordinator-1); Village of Menands (Asst to Mayor-1); ACSWCD (Staff-2).

- **Miscellaneous Meetings with Albany County Staff** (In 2007: 8/2 Conference Call w/ Schenectady County-Details; 9/24 Info Services and Others; 10/3 County Exec Staff)

**3. Dry Weather Screening of Outfalls**

- Three kits containing outfall screening supplies will be assembled for use by MS4s.

<p>Center for Watershed Protection.</p> <p><b>In Year 6 (2008-2009)</b> these items will be made available to interested MS4s. Some level of training will be included with the distribution of these materials.</p>	
<p><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <b><i>State if maps are in GIS.</i></b></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism**

**Permit Reference IV.C.3.c:** Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?  
 No (go to ADDENDUM 1)  
 Yes (complete questions below)

**Assessment of Regulatory Mechanism (Local Code)**

- 1) When was this assessment completed or planned to be completed?  
 Date completed: \_\_\_\_\_  
 Not yet completed (proceed to next table)  
 Plan to complete for reporting in year: 4; 5.
- 2) Is there an existing ordinance, local law or other regulatory mechanism?  
 No (go to question 5)  
 Yes
- 3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?  
 No (amendments needed)  
 Yes
- 4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?  
 No (amendments needed)  
 Yes

**Development of Regulatory Mechanism (Local Codes)**

- 5) When was this work completed or planned to be completed?  
 Date completed: \_\_\_\_\_  
 Not yet completed (proceed to next table)  
 Plan to complete work below for reporting in year: 4; 5.
- 6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?  
 NYS IDDE Model Law in its entirety  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 MS4 will write language equivalent to NYS IDDE Model Law
- 7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?  
 No  
 Yes, list the **local code(s)** that will be changed:
- 8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?  
 NYS IDDE Model Law in its entirety  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 Language equivalent to NYS IDDE Model Law
- 9) What was the date or is the planned date of local law adoption?  
 Date: \_\_\_\_\_
- 10) Provide a web address if adopted local law can be found on a web site.  
 Web Address: \_\_\_\_\_

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement this year and planned for next year</i></li> <li>• <i>Identify personnel or outside organization conducting activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

**Permit Reference IV.C.4.b.i, 5.a.i:** Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

<p>Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?</p>	<p><input type="checkbox"/> No (go to ADDENDUM 2) <input type="checkbox"/> Yes (complete questions below)</p>
<p align="center"><b>Preliminary Assessment of Regulatory Mechanism (Local Code)</b></p>	
<p><b>1.</b> When was the preliminary assessment of existing local codes completed or when will it be completed?</p>	<p>Date completed: _____ Not yet completed (proceed to next table) Plan to complete for reporting in year: ___ 4; ___ 5. ____ Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &amp; Sediment Control</i> (Sample Local Law).</p>
<p><b>2.</b> If preliminary assessment was completed, indicate the results.</p>	<p>____ If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent ____ If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent ____ If most of the Sample Local Law provisions appear in local code; minor revisions needed</p>
<p align="center"><b>Assessment and Development of Regulatory Mechanism (Local Code)</b> (continued on next page)</p>	
<p><b>3.</b> When was the Gap Analysis or equivalent process completed or when will it be completed?</p>	<p>Date completed: _____ Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___ 4; ___ 5.</p>
<p><b>4.</b> How was the local code adopted or how will it be adopted*?  <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i></p>	<p>a. ___ The entire Sample Local Law adopted as amendments to existing code or as stand alone law. • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed. b. ___ Parts of NYS Sample Local Law adopted as amendments to existing code. c. ___ Language developed by municipality was demonstrated to be equivalent.</p>

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

**Permit Reference IV.C.4.b.i, 5.a.i (continued)**

**Assessment and Development of Regulatory Mechanism (Local Code) (continued)**

**5. Answer the following questions about the Gap Analysis or equivalent processes.**

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the "Equivalence" column, meaning that there is an associated "Equivalence" sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW	
	Existing clauses exactly the same as the Sample Local Law language	Existing clauses equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)
1		Sample Local Law or equivalent language to be adopted, listed as legislative agenda items.
2		
3, 4, 5		
6		
TOTAL		

**6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?**  
 No  
 Yes, list the local codes that will be changed:

**7. What was the date or is planned date of local code adoption?** Date:

**8. Provide a web address if the adopted local law can be found on a web site.** Web Address:

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> <li>Describe the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals: number of plans received, number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>Explain the procedures below. <u>Revise as procedures are updated.</u></li> <li>Identify the responsible personnel or outside organizations.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.4.b. iii, vii:** Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.

- Describe each procedure below. Revise as procedures are updated.

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

- Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-INSPECTION/ENFORCEMENT of CONTROL MEASURES**

**EXPLANATION:**

**1. Code Enforcement/Stormwater Management Officer Training**

**In Year 5 (2007-2008)** various staff and appointed officials from MS4 municipalities attended training programs related to reviewing site plans, inspecting construction sites, and/or taking SWPPP related enforcement action. These programs were sponsored by SUNY ESF; NYSDEC/NYSDOS; CDRPC; ACSWCD, or the Albany County Intermunicipal Stormwater Committee, as a private tutorial with a CPESC certified Site Inspector. The purpose of the training was to provide field staff with a basic understanding of erosion and sediment control issues at all stages of the construction process, such that MS4 municipalities can develop and implement procedures for site inspections and enforcement actions.

**In Year 6 (2008-2009)**, building on a core understanding of basic permit requirements and typical erosion and sediment control issues, NYSDEC Region 4 staff, for the benefit of Albany County MS4 municipalities, will be conducting inspection related in-house training sessions on minimally three construction sites within the Albany County. (tentative dates: 5/16, 6/6, 6/20). The purpose of these training sessions is to provide newly appointed Stormwater Management Officers with the necessary background material to conduct

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-INSPECTION/ENFORCEMENT of CONTROL MEASURES**

**GOAL:** Adequately train front-line municipal staff in all aspects of construction site oversight as it relates to their adopted Local Laws.

**COMPLETED TASKS:**

**1. Code Enforcement/Stormwater Management Officer Training**

- **May 7, 2007. CDRPC-HVCC Bulmer Code Enforcement Training-Certification Credits.** Part of Local Government Planning/Zoning Workshop. Participants: Town of Colonie (Building Dept and Engineering Staff-3); Village of Colonie (Building Dept staff-2); Albany County (Planner); Town of New Scotland (Planning Bd members-1).
- **June 4/5, 2007. SUNY ESF-Erosion and Sediment Control,** Fishkill, NY. Participants: Town of Guilderland (Stormwater Coordinator and Code Enforcement Officer)
- **Sept 21, 2007. Green Tech High School.** Inspection with Ken Barber, CPESC certified. SWPPP Basics. Participants: City of Albany (Building Inspector-1)
- **Sept. 28, 2007. CEO/SMO Training.** DEC and DOS Sponsored. **Glenville, NY.** Schenectady County.

<p>inspections as described in the DEC Inspection manual.</p> <p>Standard inspection equipment will be purchased with grant money to be used during these training sessions, and then distributed to the appropriate MS4 municipal staff.</p>	<p>Participants: City of Albany (Engineer Tech and Inspector); City of Cohoes (Planner, City Engineer, Code Inspector); Village of Green Is (Code Inspector); Town of New Scotland (Building Inspector); Village of Voorheesville (Building Inspectors-2 staff)</p> <ul style="list-style-type: none"> <li>• <b>Oct. 25, 2007. CEO/SMO Training</b> DEC and DOS Sponsored. <b>Town of Colonie</b>, Albany County. Participants: Town of Colonie (Building Dept, Stormwater, Engineering staff-6); Town of Bethlehem (Engineering staff-2).</li> <li>• <b>Dec. 12, 2007. CPESC Review Course.</b> ACSWCD. Cornell Coop Ext. 24 Martin Rd. Participants: ?</li> <li>• <b>Dec. 13, 2007. Geosynthetics Seminar.</b> ACF Environmental. Sponsored by ACSWCD. Cornell Coop Building, 24 Martin Rd. Participants: Albany County (Sr. Engineer); Town of Bethlehem (Engineering staff-3).</li> </ul>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and materials used to meet this requirement.</i></li> <li>• <i>Identify the personnel or outside organization conducting this activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for</p>

	next years activities)
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b>	

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p> <ul style="list-style-type: none"> <li>• A combination of structural and/or non-structural management practices.</li> <li>• <i>Identify and describe below procedures to ensure installation of post-construction management practices. Revise as procedures are updated.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW MANAGEMENT PRACTICES</p>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p><b>EXPLANATION:</b></p> <p><b>1. Stormwater Management-Post Construction-Design Training</b></p> <p><b>In Year 5 (2007-2008)</b>, various MS4 staff and Planning Board members attended SUNY ESF Courses which focused on designing structural stormwater practices.</p> <p><b>In Year 6 (2008-2009)</b>, special attention will be given to porous asphalt and paver technology, with plans to organize an informational program towards the end of 2008.</p>	<p>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW MANAGEMENT PRACTICES</p> <p><b>GOAL:</b> Adequately train municipal staff and municipal officials with land use authority in the basics of structural and non-structural approaches to managing stormwater.</p> <p><b>COMPLETED TASKS</b></p> <ul style="list-style-type: none"> <li>• <b>April 30-May 1, 2007. SUNY ESF-SWPPP Design.</b> Albany Participants: Albany County (Dept of Health staff-2, DPW Senior Engineer Tech-1); City of Albany (Engineering staff-2; Water Board Special Projects-1); Town of Bethlehem (Engineers-2); Town of Colonie (Building Dept-1); Town of New Scotland (Building Inspector-1 and Planning Bd Chair-1)</li> <li>• <b>January 24/25, 2008. SUNY ESF-SW Ponds and Wetlands.</b> Albany. Participants: Albany County (Sr. Engineering Tech); City of Albany (Engineer Tech-1); Town of Bethlehem (Engineer-1); City of Cohoes (Chair Planning Bd-1); Town of Colonie (SW staff-2); Town of Guilderland (Code Inspector-1)</li> <li>• <b>February 7/8, 2008. SUNY ESF Filtering and Infiltration.</b> Albany. Participants: Albany County (Sr</li> </ul>

<p><b>2. Non-Structural Stormwater Management Practices</b></p> <p><b>In Year 5 (2007-2008)</b> the Albany County planner, with help from individual municipalities completed a comparison study of MS4 water quality laws, organizing the information based on shared watersheds. The purpose of the study was to highlight land use law variations within watersheds, to be used as a starting point should municipalities decide to consider non-structural approaches to stormwater management and actively develop and implement watershed management plans. This comparison study was shared with Town of New Scotland Comprehensive Plan Committee members (Feb, 2008)</p>	<p>Engineer Tech-1); City of Albany (Sr Engineering Tech-1); City of Cohoes (City Engineer, Chair Planning Board); Town of Colonie (SW staff)</p> <p><b>2. Non-Structural Stormwater Management Practices</b></p> <p>Completion of a Water Quality Laws Comparison Table Albany County MS4s as of June, 2007</p>
<ul style="list-style-type: none"> <li>• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li>• Describe procedures below. <i>Revise as procedures are updated.</i></li> </ul>	<ul style="list-style-type: none"> <li>• Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.5.a, c.** (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:

- Procedures for inspection and maintenance of post-construction management practices.
- *Explain procedures below. Revise as procedures are updated.*

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

- *Example measurable goals are number of: inspections maintenance activities performed.*

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW PRACTICES-MAINTENANCE**

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW PRACTICES-MAINTENANCE**

**GOAL:** To provide realistic, experience driven information related to maintaining stormwater practices, such that municipal staff have a solid understanding of the time and costs involved with maintenance, as well as an understanding of plausible management structures to ensure compliance.

**EXPLANATION:**

**In Year 5 (2007-2008)** grant money was allocated to develop General Maintenance cards for twelve of the NYSDEC Stormwater Management Practices listed in the August, 2005 Design Manual. These cards will be modeled after similar cards developed for the Staten Island Blue Belt . .

**In Year 6 (2008-2009)** a consulting firm will be hired to complete these General Maintenance Cards to be available to Albany County MS4s at the end of the year (2008). Once available, time permitting, should there be sufficient interest, the consulting firm and Staten Island Blue Belt staff will be invited to discuss strategies to maintain stormwater facilities.

**COMPLETED TASKS:**

<ul style="list-style-type: none"><li>• Procedures for enforcement and penalization of violators.</li><li>• <u>Explain procedures below. Revise as procedures are updated.</u></li></ul>	<ul style="list-style-type: none"><li>• <i>Example measurable goals: number enforcement activities performed.</i></li></ul>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p> <ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations**

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> <li>This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>List pollutants that will be addressed by the municipal pollution prevention program.</li> </ul>	
<ul style="list-style-type: none"> <li>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p><b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> <li>Explain activities and materials used to meet this requirement.</li> <li>Identify training needs and design training components</li> <li>Determine the adequacy and appropriate frequency of staff training.</li> <li>Identify personnel or outside organization conducting activities.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-MUNICIPAL POLLUTION PREVENTION TRAINING</b></p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-MUNICIPAL POLLUTION PREVENTION TRAINING</b></p> <p><b>GOAL:</b> Adequate train municipal staff in the purpose of pollution prevention and need for complaint actions in the workplace</p>

EXPLANATION:	COMPLETED TASKS:
<p><b>1. Stormwatch! Video</b></p> <p><b>In Year 5 (2007-2008)</b> Albany County Intermunicipal Stormwater Committee members circulated the Excal Visual Stormwatch! video (similar to the Olympic Torch...minus the demonstrators). This is a training video targeting municipal operations. Municipalities organized the workshop/viewing sessions and independently documented participation. This same video was circulated in January, February, March 2006.</p> <p><b>In Year 6 (2008-2009)</b> the video will continue to be circulated until all municipalities have organized their training sessions.</p>	<p><b>1. Stormwatch! Video</b></p> <p>Circulated to Albany County facilities, Village of Colonie, and Town of Colonie.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results (when applicable)</b> <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

Permit Number: NYR40A \_\_\_\_\_  
**Minimum Control Measure 6. Municipal Operations:** \_\_\_\_\_ Street and Bridge Maintenance; \_\_\_\_\_ Winter Road Maintenance;  
 \_\_\_\_\_ Stormwater System Maintenance; \_\_\_\_\_ Vehicle and Fleet Maintenance; \_\_\_\_\_ Park and Open Space Maintenance; \_\_\_\_\_ Municipal Building Maintenance;  
 \_\_\_\_\_ Solid Waste Management; \_\_\_\_\_ Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</li> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing best management practices</li> <li>• Briefly describe or reference any planned best management practices</li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> <li>• Identify and describe the equipment and staff that are in place</li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>

Permit Number: NYR40A \_\_\_\_\_  
**Minimum Control Measure 6. Municipal Operations:** \_\_\_\_\_ Street and Bridge Maintenance; \_\_\_\_\_ Winter Road Maintenance;  
 \_\_\_\_\_ Stormwater System Maintenance; \_\_\_\_\_ Vehicle and Fleet Maintenance; \_\_\_\_\_ Park and Open Space Maintenance; \_\_\_\_\_ Municipal Building Maintenance;  
 \_\_\_\_\_ Solid Waste Management; \_\_\_\_\_ Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c (continued):</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p> <ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results (when applicable)</b>  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

<p><b>Did you include any of the following documents as appendices? Put a mark each appended document.</b></p> <p>_____ Summary of public comments received on the annual report at the public presentation (<b>Required</b>)</p> <p>_____ Intended response to comments on the annual report (<b>Required</b>)</p> <p>_____ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.</p> <p>_____ Other _____</p>
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**ADDENDUM #2**

**TRAINING LOG**

## MS4 Training for 2006

Date	Title	Sponsor	Attendee	Department	Hours of Training
1/23/2006	CPESC Training		E. Deyoe		7
1/23/2006	CPESC Training		T. Ritz		7
1/23/2006	CPESC Training		T. Ryan		7
3/9/2006	IDDE Training Presentation	NYSDEC	E. Deyoe		4
3/9/2006	IDDE Training Presentation	NYSDEC	G. Sagendorph		4
3/9/2006	IDDE Training Presentation	NYSDEC	T. Egan		1.5
4/4/2006	IDDE Training (session 2)	NYSDEC	J Vogel		4
4/4/2006	IDDE Training (session 2)	NYSDEC	M Fabe		4
4/4/2006	IDDE Training (session 2)	NYSDEC	M Kaulfuss		4
4/4/2006	IDDE Training (session 2)	NYSDEC	J Baum		4
4/10/2006	Finding / Prepping Volunteers Training		E. Deyoe		1.5
4/10/2006	Finding / Prepping Volunteers Training		G. Sagendorph		1.5
4/27/2006	MS4 Meeting (Annual Report / Clinic)	Albany County	E. Deyoe		2.5
4/27/2006	MS4 Meeting (Annual Report / Clinic)	Albany County	G. Sagendorph		2.5
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	E. Deyoe		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	O. Holmes		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	P. Penman		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	G. Sagendorph		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	T. Egan		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	M. Morelli		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	T. McGrath		2
5/19/2006	Codes / SMO Session I Training Overview of Phase II Stormwater Permits	NYSDEC	M. Platel		2
5/31; 6/1; 6/2	Getting in Step with Phase II Workshop for Stormwater Program Managers and Regulators	EPA / NYSDEC	E. Deyoe		16
5/31; 6/1; 6/2	Getting in Step with Phase II Workshop for Stormwater Program Managers and Regulators	EPA / NYSDEC	G. Sagendorph		16
5/31; 6/1; 6/2	Getting in Step with Phase II Workshop for Stormwater Program Managers and Regulators	EPA / NYSDEC	P. Penman		16
6/14/2006	Financing Stormwater Workshop	Albany County	J. Potter		4
6/14/2006	Financing Stormwater Workshop	Albany County	E. Deyoe		4
6/14/2006	Financing Stormwater Workshop	Albany County	O. Holmes		4
6/14/2006	Financing Stormwater Workshop	Albany County	J. Kehoe		4
6/14/2006	Financing Stormwater Workshop	Albany County	P. Penman		4
6/14/2006	Financing Stormwater Workshop	Albany County	T. Egan		4
6/14/2006	Financing Stormwater Workshop	Albany County	G. Sagendorph		4
8/21/2006	Site Inspections	NYSDEC	O. Holmes		7
8/21/2006	Site Inspections	NYSDEC	E. Deyoe		7
8/21/2006	Site Inspections	NYSDEC	J. Arnold		7
8/21/2006	Site Inspections	NYSDEC	G. Boucher		7
8/21/2006	Site Inspections	NYSDEC	M. King		7
8/21/2006	Site Inspections	NYSDEC	G. Sagendorph		7
9/26/2006	Sediment And Erosion Control Training	NYSDEC	P. Penman		8
10/19/2006	North Country Regional Stormwater Tradeshow & Conference - Municipal Sessions	NYSDEC; Warren County SWCD	P. Penman		8

10/19/2006	North Country Regional Stormwater Tradeshow & Conference - Municipal Sessions	NYSDEC; Warren County SWCD	T. Ritz		8
10/19/2006	North Country Regional Stormwater Tradeshow & Conference - Municipal Sessions	NYSDEC; Warren County SWCD	J. Stannard		8
10/19/2006	North Country Regional Stormwater Tradeshow & Conference - Municipal Sessions	NYSDEC; Warren County SWCD	N. Moquin		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	J. Lipnicky		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	T. Ritz		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	J. Arnold		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	M. King		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	M. Kaulfuss		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	C. Wickham		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	J. Turner		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	J. Camps		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	D. Rice		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	M. Platel		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	R. Irving		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	M. Fabe		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	J. Vogel		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	E. Deyoe		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	D. Rice		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	M. Platel		8
11/1/2006	Stormwater Construction Inspection	NYSDEC; CDRPC	K. Gustalla		8
11/14-15/06	Hydrologic Methods and Models for Stormwater Management	SUNY ESF; NYSDEC	M. King		14
12/6/2006	Killing Two Birds with One Stone: Building a Local Program to Maintain Your Stormwater Practices and Prevent Pollution from Municipal Operations	USEPA Webcast	M. King		2
12/6/2006	Killing Two Birds with One Stone: Building a Local Program to Maintain Your Stormwater Practices and Prevent Pollution from Municipal Operations	USEPA Webcast	P. Penman		2
12/6/2006	Killing Two Birds with One Stone: Building a Local Program to Maintain Your Stormwater Practices and Prevent Pollution from Municipal Operations	USEPA Webcast	E. Deyoe		2
12/6/2006	Killing Two Birds with One Stone: Building a Local Program to Maintain Your Stormwater Practices and Prevent Pollution from Municipal Operations	USEPA Webcast	G. Sagendorph		2
12/6/2006	Killing Two Birds with One Stone: Building a Local Program to Maintain Your Stormwater Practices and Prevent Pollution from Municipal Operations	USEPA Webcast	H. Hyer		2
<b>Completed in 2006</b>					388.5
1/4/2007	Pre-Construction meeting to notice of termination; A case study: Patroon Creek Office Park	Albany County Intermunicipal stormwater committee	T. Ritz	Engineering; Planning Board Reviewer	3.5
1/4/2007	Pre-Construction meeting to notice of termination; A case study: Patroon Creek Office Park	Albany County Intermunicipal stormwater committee	M. King	Engineering; Planning Board Reviewer	3.5

1/4/2007	Pre-Construction meeting to notice of termination; A case study: Patroon Creek Office Park	Albany County Intermunicipal stormwater committee	P. Penman	Engineering; acting SMO	3.5
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	P. Penman	Engineering; acting SMO	2
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	M. King	Engineering; Planning Board Reviewer	2
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	E. Deyoe	Town Engineer; Deputy Commissioner of Public Works	2
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	G. Boucher	Building Department	2
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	D. Rice	Building Department	2
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	M. Platel	Building Department	2
1/10/2007	Construction SWWWPS from A to Z	USEPA Webcast	T. Ritz	Engineering; Planning Board Reviewer	2
1/17-18/07	Stormwater Management Practices: planning selection and design	SUNY ESF	P. Penman	Engineering; acting SMO	14
1/17-18/07	Stormwater Management Practices: planning selection and design	SUNY ESF	M. King	Engineering; Planning Board Reviewer	14
1/17-18/07	Stormwater Management Practices: planning selection and design	SUNY ESF	E. Deyoe	Town Engineer; Deputy Commissioner of Public Works	14
4/30-5/1/07	Designing Stormwater Pollution Prevention Plans	SUNY ESF	E.Deyoe	Town Engineer; Deputy Commissioner of Public Works	14
4/30-5/1/07	Designing Stormwater Pollution Prevention Plans	SUNY ESF	M.King	Engineering; Planning Board Reviewer	14
5/23/2007	Cornell Local Roads Class	Cornell	M. Fabe	Highway Dept.	8
5/23/2007	Cornell Local Roads Class	Cornell	B. Carkner	Highway Dept.	8
6/4-5/07	Erosion and Sediment Control Design	SUNY ESF	M. King	Engineering; Planning Board Reviewer	14
6/4-5/07	Erosion and Sediment Control Design	SUNY ESF	T. Ritz	Engineering; Planning Board Reviewer	14
8/15/2007	Pervious Concrete continuing ed	CHA	T. Ritz	Engineering; Planning Board Reviewer	1
8/15/2007	Pervious Concrete continuing ed	CHA	P. Penman	Engineering; acting SMO	1
8/15/2007	Pervious Concrete continuing ed	CHA	M. King	Engineering; Planning Board Reviewer	1
10/10/2007	Project WET Introductory Training	NYSDEC	P. Penman	Engineering; acting SMO	2
10/10/2007	Project WET Introductory Training	NYSDEC	J. Gallo	Parks Department	2
10/18/2007	Construction & Maintenance considerations in Low-Impact Design; Better Site Design; Touchpoint Treatment	North Country Stormwater Tradeshow	P. Penman	Engineering; acting SMO	3
10/18/2007	Construction & Maintenance considerations in Low-Impact Design; Better Site Design; Touchpoint Treatment	North Country Stormwater Tradeshow	M. King	Engineering; Planning Board Reviewer	3
10/23/2007	Site Inspections with NYSDEC	NYSDEC	P. Penman	Engineering; acting SMO	1
10/23/2007	Site Inspections with NYSDEC	NYSDEC	T. Ritz	Engineering; Planning Board Reviewer	1
10/23/2007	Site Inspections with NYSDEC	NYSDEC	M. King	Engineering; Planning Board Reviewer	1
10/23/2007	Site Inspections with NYSDEC	NYSDEC	J. Arnold	Engineering	1
10/25/2007	Site Inspection Training	NYSDOH /NYSDEC	T. Ritz	Engineering; Planning Board Reviewer	4
10/25/2007	Site Inspection Training	NYSDOH /NYSDEC	J. Arnold	Engineering	4

12/12/2007	CPESC Review Course	ACSCS / ACF	M. King	Engineering; Planning Board Reviewer	6
12/13/2007	Geosynthetics for Sediment Control, Erosion Prevention & Stormwater Management	ACSCS / ACF	T. Ritz	Engineering; Planning Board Reviewer	6
12/13/2007	Geosynthetics for Sediment Control, Erosion Prevention & Stormwater Management	ACSCS / ACF	P. Penman	Engineering; acting SMO	6
12/13/2007	Geosynthetics for Sediment Control, Erosion Prevention & Stormwater Management	ACSCS / ACF	M. King	Engineering; Planning Board Reviewer	6
<b>Completed in 2007</b>					187.5
1/23 - 24/08	Design of SW Ponds & Wetlands	ESF	M. King	Engineering; Planning Board Reviewer	14
2/27/2008	Storm Debris Clean-Up	NYSDEC & Urban Forestry council	P. Schmidt	Highway Dept.	8
2/27/2008	Storm Debris Clean-Up	NYSDEC & Urban Forestry council	R. Green	Highway Dept.	8
2/27/2008	Storm Debris Clean-Up	NYSDEC & Urban Forestry council	D. Lawlor	Highway Dept.	8
2/27/2008	Storm Debris Clean-Up	NYSDEC & Urban Forestry council	D. MacMillan	Highway Dept.	8
3/25-26/08	Septic System Training	On-Site	P. Penman	Engineering; acting SMO	16
3/25-26/08	Septic System Training	On-Site	E.Deyoe	Town Engineer; Deputy Commissioner of Public Works	16
5/19-20/08	Better Site Design	ESF	M. King	Engineering; Planning Board Reviewer	14
5/19-20/08	Better Site Design	ESF	M. Morelli	Planning Dept.	14
5/19-20/08	Better Site Design	ESF	R. Leslie	Planning Dept.	14
5/19-20/08	Better Site Design	ESF	T. Ritz	Engineering; Planning Board Reviewer	14
5/28/2008	Local Gov't planning and zoning Workshop (sessions on Water management compliance & MS4 Permit Review)	CDRPC	P. Penman	Engineering; acting SMO	4
<b>Completed in 2008</b>					138

2006	Total Hours of Training:	388.5
2007	Total Hours of Training:	187.5
2008	Total Hours of Training:	138
	<b>Grand total thus far:</b>	<b>714</b>