



**Phase II SPDES General Permit for
Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM**

Regulated MS4: Town of New Scotland SPDES Permit Number: NYR20A 463

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ____ 2006 (Year 3) <input checked="" type="checkbox"/> 2007 (Year 4) ____ 2008 (Year 5)			
Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)			
Owner/Operator Is information below new or changed? ____ Yes <input checked="" type="checkbox"/> No			
Name: Edward Clark		Title: Town Supervisor	Department: Supervisor
Mailing Address:	Street or P.O. Box: Town Hall, 2029 New Scotland Road	City: Slingerlands	
	County: Albany	State: New York	Zip Code: 12159
Phone: (518) 439-4889		E-mail Address: eclark@townofnewscotland.com	
Local Stormwater Public Contact (Required by Minimum Measure 2)			
Is information below: 1) new or changed? ____ Yes <input checked="" type="checkbox"/> No 2) same as: ____ Owner/Operator			
Name: Paul Cantlin		Title: Building Inspector	Department: Building
Mailing Address:	Street or P.O. Box: Town Hall, 2029 New Scotland Road	City: Slingerlands	
	County: Albany	State: New York	Zip Code: 12159
Phone: (518) 439-9020		E-mail Address: pcantlin@townofnewscotland.com	
Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? ____ Yes <input checked="" type="checkbox"/> No 2) same as: ____ Owner/Operator <input checked="" type="checkbox"/> Local Stormwater Public Contact			
Name:		Title:	Department:
Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:
Phone: ()		E-mail Address:	
Annual Report Preparer			
Is information below: 1) new or changed? <input checked="" type="checkbox"/> Yes ____ No 2) same as: ____ Owner/Operator ____ Local Stormwater Public Contact ____ SWMP Coordinator			
Name: Stantec Consulting Services Inc.		Title: Keith J. Menia, PE (Contact)	Department: Consultant
Mailing Address:	Street or P.O. Box: 3 Columbia Circle	City: Albany	
	County: Albany	State: New York	Zip Code: 12203
Phone: (518) 452-4358		E-mail Address: keith.menia@stantec.com	

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
N/A			

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)
N/A

Explanation:

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

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). 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

Schenectady County, Rensselaer County, Saratoga County, Capital District Regional Planning Commission, Albany County Soil and Water Conservation District (Standing Contract to contribute to a public education billboard campaign)

List MS4 Partners with Other Agreements in Place

- 1) The Albany County Intermunicipal Stormwater Committee, which is currently ad-hoc is considering formalizing the Committee, and forming a self funded Stormwater Coalition. Year 5 activities will address this interest, with interested MS4s possibly signing an Intermunicipal Agreement.

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 SWMP covers all areas designated as MS4 within the municipal limits. The MS4 designated area does not include the entire municipality.

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? _ **X** _ Yes ___ No (explain below)

Explain: For fiscal year 2007, the Town of New Scotland has created a specific budget line item and allocated funds dedicated to MS4 program implementation. The Town is also currently participating in a grant funded group to defray costs in the interim.

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: 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, 2007, there is neither a work plan nor contract with DEC. This grant contract will span from Sept, 2006 to an unknown date, to be determined once the contract is signed.

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

Explain: 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.

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 <i>and</i> 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 <u>ONLY</u>	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: Town has established program for sending informational fliers to public in year 4. Mailers were sent to all customers of the public water system with their water bills.		
IV.C.2.	Public Involvement / Participation	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
	Explain 'no' / 'N/A' answer: Continued coordination with Albany County MS4 group.		
IV.C.3.	Illicit Discharge Detection and Elimination	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
	Explain 'no' / 'N/A' answer:		
IV.C.4.	Construction Site Stormwater Runoff Control	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
	Explain 'no' / 'N/A' answer: No major construction in MS4 area. Protocol being developed.		
IV.C.5.	Post-Construction Stormwater Management	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
	Explain 'no' / 'N/A' answer: No major construction in MS4 area. Protocol being developed.		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: Formal municipal assessment postponed to year 5.		

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: Edward Clark Title: Town Supervisor

Signature: _____ Date: _____

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.I.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 - 4th 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 New Scotland **SPDES Permit Number:** NYR20A **4 6 3**

Annual Report Table for year ending: March 9, 2006 (Year 3) 2007 (Year 4) 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 - 4th 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>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).</p> <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Summary: Albany County Intermunicipal Stormwater Committee In Year 4 (2006-2007), the Committee supported public education and outreach program focused on four activities: 1) Educating municipal staff, elected officials, and appointees in Stormwater Permit requirements (MS4 and Construction Activity) 2) Providing stormwater literature to MS4 Committee members 3) Participating in a regional billboard campaign and 4) Stormwater presentations to citizen groups. In Year 5, the Committee will clarifying the MS4 municipal wide commitment to forming a structured, fee-based, Stormwater Coalition, with interested regulated MS4s possibly signing an intermunicipal agreement. Should the regulated MS4s form a Stormwater Coalition, the Coalition will develop a cooperative long term plan and process for implementing public education and outreach requirements, targeting pollutants of concern. The existing Committee will also sponsor at least two educational programs, most likely related to septic system maintenance and rain gardens.</p>	<p>COMPLETED TASKS: 1) Education of municipal staff and others</p> <ul style="list-style-type: none"> • Overview of Stormwater Permits. Four presentations by NYSDEC Region IV, Carol Lamb-Lafay and Josh Carvajal to MS4 municipal staff. May 17, 19, 23, and 26, 2006. Multiple locations. This presentation was the first in a series of presentations designed to train municipal staff, elected and appointed officials in stormwater responsibilities related to local law adoption and oversight of construction activity. Participation [municipality (# of staff/elected/appointed officials participating)]: Town of New Scotland (3) Paul Cantlin (MS4 Contact), Keith Menia (Consultant Engineer), Robert Stapf (Planning Board Chairman); • Financing Stormwater-Speakers and Panel Discussion. June 14, 2006. Public Operations Building, Town of Colonie. Speakers: Andrew Reese-AMEC; John Tabner-Attorney; and Bob Feller-Attorney. Topics: SW Program Costs, Funding Options-NYS; Other Funding Strategies-SW Utility

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Districts. Participation [municipality (# of staff/elected/appointed officials participating)]: **Town of New Scotland (3) Paul Cantlin (MS4 Contact), Keith Menia (Consultant Engineer), Robert Stapf (Planning Board Chairman);**

- Albany County Intermunicipal Stormwater Committee Monthly Meetings. Village Hall, Menands. Frequent agenda items describing conferences, articles, and trends in SW management, locally and nationally. 10 Committee meetings in Year 4. Participation: Generally a representative from each MS4 municipality attends, along with representatives from Albany County Soil and Water Conservation District, occasionally educational institutions (SUNY Albany and BOCES), and Capital District Regional Planning Commission. Attendance is voluntary. Participation [municipality (# of staff/elected/appointed officials participating)]: **Town of New Scotland (2) Paul Cantlin (MS4 Contact), Keith Menia (Consultant Engineer);**

2) Providing literature

- Distributed After the Storm brochures (11,600), Doorhangers (6,500), Storm drain markers (315); Rain Garden Handbook (12-Hardcopy and Electronically); Vermont Low-Risk Site Handbook (65-Hardcopy and Electronically) to Committee members. Committee members distributed this literature internally within their municipalities. **Brochures distributed to residents through water bills (covers a large geographic area of populated portions of the town).**

3) Participation in a regional billboard campaign

- Over a two month period (Fall, 2006) eleven purchased billboards were posted throughout the Capital District. Eleven donated billboards were posted elsewhere (Winter, 2007), with some postings to occur in Year 5 (Summer, 2007). Two images borrowed from Washington State Seattle, conveyed these messages 1) untreated stormwater

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enters lakes and rivers 2) car washing soap, leaf debris, and litter enters storm drains, which in turn enters lakes and rivers. Four of the billboards were located in Albany County.

- A joint press release (Albany, Saratoga, Schenectady, Rensselaer Counties, and Capital District Regional Planning Commission) resulted in front page article in the Schenectady Daily Gazette (October 20, 2006).

4) Stormwater presentations to citizen groups

- League of Women Voters Monthly Program. November 16, 2006. Green Island. Presenters: Town of Colonie (2); Village of Green Island (1); City of Watervliet (1). Attendees (6). **New Scotland participant through association with Albany County MS4 Intermunicipal Stormwater Committee.**

ONGOING TASKS:

- Albany County Intermunicipal Stormwater Committee recognizes the value of working cooperatively implementing public education, public participation, and related illicit discharge detection and elimination permit requirements. Currently the Committee is ad-hoc, formed largely to apply for and receive EPF/WQIP grant money. This is an unreliable source of funding; therefore the Committee is considering forming a financially self sustaining stormwater coalition, similar to the Monroe County Stormwater Coalition, where members each contribute annual fees to cover staffing and possibly other costs. To date a Coalition Concept Sub-Committee (5 MS4s represented) has been meeting (Year 4: Feb. 28, 2007) developing a proposal to present to all of the potentially interested regulated MS4s in Albany County. This sub-committee will continue their work until it's logical conclusion, with MS4 governing bodies voting either for or against joining the Coalition.

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	<p>This effort will continue throughout Year 5. Should the MS4s create a Stormwater Coalition, that group will be involved with developing a long term strategy (2 to 3 year planning horizon) for public education, public participation, and some IDDE elements, most likely involving appropriate partners, both regulated MS4s and others.</p> <ul style="list-style-type: none"> • Continuation of monthly Albany County Intermunicipal Stormwater Committee meetings <p>The Round 8 grant includes funding for educational programs related to septic systems and low impact development (rain gardens, porous pavements, cisterns, green roofs). Educational programs and workshops will be organized related to these subjects with staff support and direction from the existing Albany County Intermunicipal Stormwater Committee.</p>
<p>In 2005-2006 Annual Report Evaluation by NYSDEC, it was commented that additional details be provided regarding assessment of education and outreach needs in terms of priority pollutants, audiences and geographic areas.</p> <p>No regulated construction activities have occurred within the MS4 designated areas of Town during the reporting year. The MS4 area is geographically limited in its current size. In keeping with the spirit of the program, the Town has extended its education to include review of all projects occurring within the Town, at both the Planning Board / Zoning Board and Building Permit levels. Education includes making contractors and builders aware that the program exists, and where necessary, obtaining the appropriate DEC GP-02-01 permit.</p> <p>Priority Pollutants are very limited due to the small size and make-up of the MS4 designated landholders. Primary concern for the Town appears to be temporary Erosion and Sediment Control. Attempts to educate the public include review of each Planning Board application for site plan approval by Town Engineer. ES&C measures are discussed with each application, regardless of the need for SPDES permit. By doing this, the public in attendance is hearing the Town's ongoing concern and methods of mitigation.</p>	<p>While currently unmeasured, Year 5 will keep track of the number of applicants to the Planning Board that need stormwater management ES&C measures.</p>
<p>Annual Report to Public / Town Board scheduled for May 9, 2007</p>	<p>Local law passed to allow mailing informational fliers to residents inside water/sewer bills passed in year 4. Informational</p>

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	<p>handouts described what “you can do to prevent stormwater pollution”. Approximately 700 mailers were sent and a program set in place to insert various similar handouts with each summer water bill.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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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>Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> • 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. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Albany County Intermunicipal Stormwater Committee Activities: In Year 3, Committee MS4s decided to implement a volunteer stenciling and storm drain marker program, with staffing support and materials provided through the EPF/WQIP grant. In Year 4, the City of Cohoes organized a training program for MS4s, titled “Finding and Preparing Volunteers” and the Albany County Soil and Water Conservation District provided MS4 municipalities with stencils and spray paint. The Hudson River Estuary Program donated 190 curb markers (April, 2006) and an additional 125 markers were purchased and distributed to MS4s (February, 2007). Implementation of this volunteer activity was left to the discretion of individual municipalities. One municipality had volunteers stencil and install curb markers, combining that task with distributing doorhangers, while others relied on DPW staff. Some municipalities, given the location of catch basins, the type of catch basin, and type of pavement decided against using any of the materials provided, instead creating their own, “Don’t Dump Drains to Waterbody” type signage to be posted at stream crossings. In general the stencil and marker activity highlighted the need for a more effective public participation effort, involving a compelling public participation activity, possibly coordinated centrally, which genuinely reflects the needs and interests of likely volunteers. A rain garden program (March 5, 2007) organized by ACSWCD and promoted by MS4 municipalities was well attended (38 participants), suggesting public interest in constructing rain gardens on their property. Stream clean-ups, another suggested public participation activity, is a possible activity, however the experience thus far, is mixed. In Year 4, MS4 Committee members distributed information about a volunteer stream clean up organized by Albany County Soil and Water Conservation District (November 4, 2006). Lacking a sufficient number of registrants, this program was canceled. Future activities in Year 5 need to draw from the experience to date, with the Coalition playing a potential pivotal role in defining how public participation will be addressed long term.</p>	<p>COMPLETED TASKS:</p> <ul style="list-style-type: none"> • Finding and Preparing Volunteers. April 10, 2006. City Hall, City of Cohoes. Speaker: Raychel Marcil. Human Resources staff from Cohoes with considerable experience implementing student volunteer projects. ACSWCD provided materials and supporting literature was distributed to MS4 representatives. Participation: City of Albany (1); Albany County (1); Town of Bethlehem (2); City of Cohoes (4); Village of Green Island (2); Town of Guilderland (3); Village of Voorheesville (1); City of Watervliet (1). <p>ONGOING TASKS:</p> <ul style="list-style-type: none"> • Investigate, possible form a self sustaining, membership based stormwater coalition (see MM1 Measurable Goals for details). If formed in Year 5, develop a plan for ongoing and effective public participation activities. • As part of public participation program development, research successful public participation programs (other NYS counties, nationally) and interview potential local partners who could provide advice and perhaps assistance with public education and public participation activities (ex. Five Rivers, Hayward Burns, BOCES, School Districts, SUNY Albany, Hudson Basin River Watch) <p>Develop a public participation workplan as part of the Albany County Intermunicipal Stormwater Committee.</p>
<p>The Town of New Scotland will develop a dedicated stormwater management</p>	

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<p>webpage. The webpage will link to the local laws, publicize the MS4 Coordinator's name and give other points of interest / educational materials regarding stormwater management.</p>	
<p>Permit Reference IV.C.2.a, f: 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>A Notice of Public Hearing announcement was made in TWO local newspapers regarding the Annual Report presentation to the Town Board. Several informal announcements were made at Planning Board meetings prior to the Public Hearing.</p>	
<p>Permit Reference IV.C.2.e: Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>	
<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented: All Town Board members were present, as well as the Planning Board Chairman, MS4 Coordinator and 9 audience members. Comments on the program implementation were solicited, with no additional inquiries or follow-up comments being made.</p>	
<p>Comments on Annual Report Meeting ___ No public comments received on Annual Report. ___ Comments received. Attach summary of comments and intended responses.</p>	<p>Date of Annual Report Meeting: May 9, 2007</p>
	<p>Approximate Date of Meeting Next Year: May 15, 2008</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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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>Permit Reference IV.C.3.a: 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"> • <i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year.</u></i> • <i><u>Revise as procedures are updated.</u></i> • <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<p>Albany County Intermunicipal Stormwater Committee Activities: Year 4 activities focused on developing a better understanding of MM3 permit requirements, specifically outfall identification, use of the Center for Watershed Protection outfall reconnaissance inventory data sheet, use of GPS units, data gathering techniques (flow measurements and water testing), and local law adoption requirements and issues. Each MS4 will vary in how they implement this permit requirement and the Committee role in providing additional training and/or some level of coordination will depend on decisions made regarding the Coalition. With the Year 5 adoption of IDDE local laws and the completion of outfall mapping tasks, given the interconnectedness of MS4 systems and the growing importance of GIS when managing stormwater (outfall mapping, watersheds, land use, roadways and conveyance systems, etc.) deliberate cooperation related to this permit requirement may be attractive, augmented with shared mapping technology.</p>	<p>COMPLETED TASKS:</p> <ul style="list-style-type: none"> • IDDE Training Workshop. April 4, 2006. Elsmere Firehall, Town of Bethlehem. Presenters: Barbara Kendall and Shohreh Karimipour from NYS DEC and Andy Sansone from Monroe County. Included an in-class presentation (ORI sheet, recognizing outfalls) and field work (use of GPS units, water samples, flow measurements, analysis of pollution generating sites). Participation: Town of New Scotland (3); Paul Cantlin (MS4 Contact), Keith Menia (Consultant engineer) and Robert Stapf (Planning Board Chairman). • Local Laws: Adoption Update, Issues, Concerns, and Legal Support? November 17, 2006, City of Albany. November 27, 2006, Town of New Scotland. Two identical meetings were organized with participation from all of the Stormwater Committee municipalities, specifically MS4 representatives and municipal attorneys. Both DEC Sample Local Laws (IDDE, SW Management & Erosion and Sediment Control) were discussed and issues identified. Town, Village and City attorneys discussed their concerns and likely schedule for adoption. Department heads from relevant County operations discussed possible impact of stormwater local laws on County operations. Participation: Town of New Scotland (4); Paul Cantlin (Ms4 Contact), Keith Menia (Consultant Engineer), Robert Stapf (Planning Board Chairman) and Michael Mackey (Town Attorney).

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	<ul style="list-style-type: none"> • Outfall Mapping Meeting: MS4 Progress Reports; Q/A with DEC Region IV; and Preliminary County-wide MS4 Outfall Map. February 1, 2007. Village Hall, Menands. The purpose of this meeting was to find out how MS4s were completing this task and to discuss with DEC various mapping issues. MS4s provided their existing outfall maps and individual GIS formatted maps were consolidated into one GIS map. Participation: Albany County (3); City of Albany (1); Town of Bethlehem (4); Town of Colonie (1); Village of Colonie (1); Sean Ward (1); Town of Guilderland (2); Village of Menands (1); Village of Voorheesville (1); NYSDOT (1). <p>ONGOING TASKS:</p> <ul style="list-style-type: none"> • Sharing of outfall information, maps and photos among Committee members, to be compiled into a County wide MS4 area outfall map. • Use of County-Wide MS4 Area Outfall Map to identify areas of concentrated outfalls and likely pollutants of concern given outfall locations and land use within the shared drainage area. <p>Integrating outfall information and generating site information with either a municipal or intermunicipal outreach and education program.</p>
<p>Looked for illicit discharges in commercial buildings during fire inspections by Code enforcement officers. Commercial buildings extended outside of the MS4 boundary and included all commercial sites within the Town limits. The fire inspection was targeted as the opportunity to best gain access to each commercial property and is a reoccurring event, with all commercial buildings being evaluated on a 3-year rotating schedule. In reporting year 4, 83 commercial buildings were assessed and none were identified as having illicit discharges associated with their operations.</p>	<p>Ongoing.</p>
<p>Ongoing coordination with Albany County Health Department for residential septic failure recon.</p>	<p>Found one (1) failed septic. Owner was referred to Albany County Health Department, who is responsible agency for residential septic issues. Owner is currently implementing corrective action.</p>

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<p>Permit Reference IV.C.3.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"> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<p>Mapping previously completed in Year 1. No new infrastructure in Town.</p> <p>Albany County Intermunicipal Stormwater Committee Activities: Through the EPF/WQIP grant (\$100,000) a GPS unit was purchased and GPS training provided for interested municipalities. With staff support from the Albany County Dept of Planning, several municipalities have used the unit (Village of Voorheesville and Albany County Dept of Public Works). In Year 5, remaining outfall maps (Village of Green Island and Village of Menands) will be completed.</p>	<p>Looking to participate in Albany County MS4 group mapping to maintain consistency in data collection.</p> <p>COMPLETED TASKS:</p> <ul style="list-style-type: none"> • Village of Voorheesville GIS Outfall Map. Map includes aerial image of Village, outfall locations, streams, and road system. <p>ONGOING TASKS:</p> <ul style="list-style-type: none"> • Creation of a GIS based-Outfall Map for Village of Green Island and Village of Menands • GIS integration of individual MS4 outfall maps into a County-wide outfall map. <p>Comparison of subwatershed and sewershed areas, corrections, as needed</p>

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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?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
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Assessment of Regulatory Mechanism (Local Code)

1) When was this assessment completed or planned to be completed?	Date completed: <u>January 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5.
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2) Is there an existing ordinance, local law or other regulatory mechanism?	<input checked="" type="checkbox"/> No (go to question 5) <input type="checkbox"/> Yes
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3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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Development of Regulatory Mechanism (Local Codes)

5) When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input type="checkbox"/> 4; <input checked="" type="checkbox"/> 5.
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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?	<input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
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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?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, list the local code(s) that will be changed: Model ordinance has been reviewed by consultant and is under review by Town Attorney. Exact section numbers for new IDDE law have not been assigned at this time, but will be determined in conjunction with the adoption of the IDDE law by December 2007.
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8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
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9) What was the date or is the planned date of local law adoption?	Date: By December 31, 2007
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10) Provide a web address if adopted local law can be found on a web site.	Web Address:
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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>Permit Reference IV.C.3.e: 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"> • <i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i> • <i>Identify personnel or outside organization conducting activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>In reporting year 3 (Feb. 16, 2006), all departments that operate outside of Town Hall, including Highway / Parks / Building Departments were trained on Illicit Discharge detection including training video “Storm Watch – Municipal Stormwater Pollution Prevention” and quiz was given to gauge the effectiveness of the presentation.</p> <p>Training was conducted by Engineering consultant and MS4 Coordinator.</p>	<p>Training scheduled for semi-annual implementation. Refresher course scheduled for summer 2007.</p> <p>Limited scope of illicit discharge opportunities within New Scotland makes quantifying measurable goals difficult. Training has been made to all (100%) of “Public Works” departments.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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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?	<input type="checkbox"/> No (go to ADDENDUM 2) <input checked="" type="checkbox"/> Yes (complete questions below)
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Preliminary Assessment of Regulatory Mechanism (Local Code)

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <u>December 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion & Sediment Control</i> (Sample Local Law).
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2. If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input checked="" type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <u>Existing local law covers many "new" stormwater concepts. Town decided to adopt sample local law in its entirety to be consistent with other Albany County MS4s.</u> <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
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Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5.
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4. 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>	a. <input checked="" type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> • 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. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.
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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)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			Model Ordinance in entirety
2			Model Ordinance in entirety
3, 4, 5			Model Ordinance in entirety
6			Model Ordinance in entirety
TOTAL			Model Ordinance in entirety
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)?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, list the local codes that will be changed:	
7. What was the date or is planned date of local code adoption?		Date: By January 1, 2008, realistically by fall 2007.	
8. Provide a web address if the adopted local law can be found on a web site.		Web Address:	

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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>Permit Reference IV.C.4.b. v: 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"> Describe the procedures below. <u>Revise as procedures are updated.</u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.
<p>All site plans appearing before the Planning or Zoning Boards are reviewed for compliance with NYSDEC Stormwater Management Design Manual requirements. Plans requiring permits are directed to design and submit Stormwater Management Report, Draft SWPPP and Draft Notice of Intent for review by Town’s Consultant Engineer. NYSDEC SMDM requirements are more intense than existing Town Standards.</p> <p>Where necessary, sites not appearing before Town Planning & Zoning Boards may be requested to obtain permit coverage. The Building Inspector may notice a land disturbance, investigate and make recommendation for the Owner to pursue permit coverage if necessary.</p> <p>Albany County Intermunicipal Stormwater Committee Activities: Recognizing the role municipalities will play once the Local Laws for Stormwater Management and Erosion and Sediment Control are adopted, the Committee organized several in-house training sessions for municipal staff with likely SWPPP review or enforcement responsibilities. Grant funding also paid for SUNY ESF coursework related to SWPPP design, hydrological models, construction site inspections. Some Committee members and others from their municipality also attended a variety of local stormwater conferences and training workshops: EPA Stormwater Conference-May 30, 31, and June 1; North Country Trade Show: Warren County SWCD, October 19, 2006; CDRPC DEC/DOS Accredited Enforcement Training in Stormwater, November 1, 2006.</p>	<p>Ongoing. 100% of the plans appearing before the Planning and Zoning Boards are reviewed by the Town’s Consultant Engineer to determine if the activity requires Permit coverage.</p> <p>COMPLETED TASKS:</p> <ul style="list-style-type: none"> For the benefit of Albany County MS4s, six construction site inspections (residential and commercial) were conducted by Josh Carvajal and Carol Lamb-Lafay, NYSDEC Region IV staff (July 11, 2006; July 19, 2006; August 21, 2006; Sept. 7, 2006; Sept 15, 2006). MS4 representatives, engineers, municipal code enforcement officers and/or future stormwater management officers asked questions. Each municipality participated in at least one inspection. Site owner-operators, SWPPP inspectors, design engineers, and interested others often attended the inspections, with a variety of issues related to erosion and sediment control, paperwork, and post-construction maintenance discussed. These site visits helped identify construction site issues to be addressed in the local laws and elsewhere within municipal operations. Participation: New Scotland (2); Paul Cantlin (MS4 Contact) and Keith Menia (Engineering Consultant). Case Study: Patroon Creek Office Building-How to Read A SWPPP. January 4, 2006. SUNY-Albany. Presenter: Ken Barber. Ken Barber, CPESC certified site inspector demonstrated to municipal staff, CEOs/SMOs how to read SWPPP construction drawings, described how to interpret the written content of a SWPPP, and explained inspection related paperwork. Participation: New Scotland (3); Paul Cantlin (MS4 Contact), Keith Menia (Engineering

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	<p>Consultant) and Robert Stapf (Planning Board Chairman).</p> <ul style="list-style-type: none"> • SUNY ESF Classes: <i>SW Practice Planning and Design</i>, January 17/18, 2006; Participation: New Scotland (2); Paul Cantlin (MS4 Contact) and Robert Stapf (Planning Board Chairman). <p>ONGOING TASKS:</p> <ul style="list-style-type: none"> • Continue to provide construction site related training for code inspector officers and stormwater management officers. Hire skilled CPESC instructors as needed and get out into the field as much as possible, with SWPPPS and inspection forms. • Develop procedures and paperwork to better manage inspection process and enforcement action. • Consult and discuss with other MS4s criteria for enforcement action and field experience related to inspections.
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> • <i>Explain the procedures below. Revise as procedures are updated.</i> • <i>Identify the responsible personnel or outside organizations.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Complaints / Questions enter Town at Building Department (Paul Cantlin). If questions need further assistance, they are sent to Town Engineer for additional input.</p>	<p><u>Town considering adoption of application form for building permits. This permit would result in a determination of whether the proposed activity will impact more than one acre. The determination would also indicate what actions would be needed by applicants with respect to the issuance of a SPDES permit.</u></p> <p><u>Currently, the biggest opportunity for the Town of New Scotland is the individual, single family residence that disturbs over one acre. The revised building permit application would help to find these opportunities to educate and inform the contractors.</u></p>

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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>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.</p> <ul style="list-style-type: none"> Describe each procedure below. <i>Revise as procedures are updated.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.
<p>Town did not have any major construction in reporting year 4, inside MS4 designated areas.</p>	<p>Ongoing</p>
<p>Town staff are incorporating BMP requirements into inspections. Ordinance planned in future year goals.</p>	
<p>Enacting legislation of proposed ordinances will authorize inspections should they be necessary.</p>	<p>Ongoing</p>
<p>Albany County Intermunicipal Stormwater Committee Activities: In Year 4, Committee members and other municipal staff attended either in house training events or other programs targeting construction stormwater management (during and post construction). (See MM4 information-above for details). Post-construction stormwater management has been discussed in all of the training events. Year 4 activities helped clarify post-construction design, construction, and maintenance issues as defined in the permit. Year 5 activities will focus on site level training needs and the internal development of adequate oversight of post-construction stormwater practices.</p>	<p>COMPLETED TASKS: (See MM4 information, described above, for list of training events)</p> <p>ONGOING TASKS:</p> <ul style="list-style-type: none"> Organize educational events related to design, construction, and maintenance of stormwater practices.
<p>Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet within the MS4s jurisdiction.</p> <ul style="list-style-type: none"> Explain the activities and materials used to meet this requirement. Identify the personnel or outside organization conducting this activity. Indicate activities planned for next year. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Town plans to distribute information with Building Permits, done through Building Department</p>	<p>Proposed, targeting all site construction permits for handout materials.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Construction plans for proposed development projects are routinely reviewed by the public, town staff and Town’s consultant engineer at Planning and Zoning Board hearings.</p>	

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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:

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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>Permit Reference IV.C.5.a, c. 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>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • A combination of structural and/or non-structural management practices. • <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Recodification of existing stormwater management portions of Town Code in Year 5. Adopt into Town Law the Model Stormwater Management Ordinance</p>	
<ul style="list-style-type: none"> • Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
<p>Construction plans for proposed development projects are routinely reviewed by the public, town staff and Town’s consultant engineer at Planning and Zoning Board hearings.</p>	<p>100% of all plans submitted to the Planning / Zoning Boards are screened for potential site impacts related to stormwater.</p>

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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>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:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> Procedures for inspection and maintenance of post-construction management practices. <i>Explain procedures below. Revise as procedures are updated.</i> 	<ul style="list-style-type: none"> <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
<p>The Town currently has no stormwater management facilities located within the MS4 designated areas. Proposed development activities are reviewed for compliance with 02-01 permit requirements for maintenance schedules. Should a facility be constructed in the Town for O&M by Town, the review of the maintenance plan is conducted during the site plan review processes.</p> <p>Town currently explaining to project applicants that post-construction measures will be needed and that they should prepare the Agreement for Post-Construction maintenance (sample from DEC). This is done in anticipation of the assign of the local laws. Applicants are “encouraged” even though the local law is not passed at currant time.</p> <p>Budget modifications are not needed at this time for inspection of facilities. As facilities are constructed, budget and consulting services may be required and implemented as needed. The Town staff, including the highway department and Building Department currently inspect stormwater practices within the Town after significant rainfall events. No inspection forms are currently in place but will be developed in Year 5.</p>	<p>100% of private stormwater management areas within the Town ownership will be evaluated each year as construction occurs. The Town will implement a rotating inspection program as private facilities are constructed within the Town, regardless of their location (in or out of the MS4 boundary).</p>
<ul style="list-style-type: none"> Procedures for enforcement and penalization of violators. <i>Explain procedures below. Revise as procedures are updated.</i> 	<ul style="list-style-type: none"> <i>Example measurable goals: number enforcement activities performed.</i>
<p>Enforcement procedures will be finalized in conjunction with adoption of the Local Laws.</p>	<p>Hopefully, no enforcement activities will be necessary. Currently, the Town Building Department has found 4 residential activities that require SPDES permits and do not have them. The Town is working with the Contractor to get these sites in regulatory compliance.</p>

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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>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:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • <i>Describe resources below. Update annually.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Town currently has no major development projects within the Town that are under construction. Town currently utilizes “Town Designated Engineering services” to review planned projects. It is envisioned that the Town will require Developers to post an escrow account for funding the TDE’s to spot check construction sites</p>	<p>- ongoing task</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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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"> • This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in identified municipal operations. • 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>Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> 	
<p>Primary pollutants encountered by Town staff include maintenance chemicals, salt storage and fertilizers for Parks dept.</p>	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p> </p>	
<p> </p>	
<p>Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Highway / Parks / Building Departments trained on pollution prevention including training video “Storm Watch – Municipal Stormwater Pollution Prevention” and quiz</p>	<p>All highway department staff were present at training.</p>
<p>Albany County Intermunicipal Stormwater Committee Activities: In Year 4, the Albany County DPW sponsored a confined space OSHA training, funded with 319 grant money (July 31, 2006). This training opportunity was made available to MS4s and five municipalities participated. In general, other than information shared by DPW staff during monthly Albany County Intermunicipal Stormwater Committee meetings, little of the EPF/WQIP grant money was directed towards municipal pollution prevention training. In Year 5, information related to municipal operations and new permit requirements will continue to be shared with MS4 staff. Depending on permit requirements, training related to municipal operation audits may be a high priority.</p>	<p>COMPLETED TASKS:</p> <ul style="list-style-type: none"> • OSHA Confined Space training and Certification. Albany County-DPW Building, Voorheesville. July 31, 2006. This certification is needed for municipal staff involved with maintaining the storm sewer system, which can involve accessing confined areas (catch basins). Participation: Green Island (5); Voorheesville (2); Participation: New Scotland (3); Paul Cantlin (MS4 Contact), James Easton (Engineering Consultant) and Robert Stapf (Planning Board Chairman).Town of Bethlehem (2); Albany County (1).

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	<p>ONGOING TASKS:</p> <ul style="list-style-type: none"> • Monthly Albany County Intermunicipal Stormwater Committee meetings. Many of the MS4 reps manage the municipal storm sewer system and program suggestions are presented at these meetings. • Possibly help coordinate audit of municipal operations
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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Permit Number: NYR20A _ _ _

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; **X** Winter Road Maintenance; **X** Stormwater System Maintenance; **X** Vehicle and Fleet Maintenance; **X** Park and Open Space Maintenance; ___ Municipal Building Maintenance; ___ Solid Waste Management; ___ Other: _____

<ul style="list-style-type: none"> • 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>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Municipal Operations assessment being conducted in Year 4, measurable goals yet to be determined.</p>	
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Municipal Operations assessment being conducted in Year 4, measurable goals yet to be determined.</p>	
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Municipal Operations assessment being conducted in Year 4, measurable goals yet to be determined.</p>	

Municipality:

Permit Number: NYR20A _ _ _

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; X Winter Road Maintenance; X Stormwater System Maintenance; ___ X Vehicle and Fleet Maintenance; ___ X Park and Open Space Maintenance; ___ Municipal Building Maintenance; ___ Solid Waste Management; ___ Other: _____

<ul style="list-style-type: none"> • 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>Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Municipal Operations assessment being conducted in Year 4, measurable goals yet to be determined.</p>	
<p>Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Municipal Operations assessment being conducted in Year 4, measurable goals yet to be determined.</p>	
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Municipal Operations assessment being conducted in Year 4, measurable goals yet to be determined.</p>	
<p>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:</p>	

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

- Summary of public comments received on the annual report at the public presentation (**Required**)
- Intended response to comments on the annual report (**Required**) (SEE BELOW)
- Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.
- Other: **Albany County Intermunicipal Stormwater Committee – Tentative Schedule of compliance Activities**

**ADDENDUM REPORTING FOR
MS4S THAT LACK LEGAL AUTHORITY TO ADOPT
REGULATORY MECHANISMS FOR IDDE AND
CONSTRUCTION / POST-CONSTRUCTION STORMWATER RUNOFF CONTROL**

BE SURE TO INDICATE THE MS4 NAME AND PERMIT NUMBER IN THE HEADER

Municipality:

Permit Number: NYR20A _ _ _

ADDENDUM 1. Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Local Law

<p>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 this work.</p>		
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed Plan to complete for reporting in year: ___4; ___5.</p>	
<p>2) Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:</p>	<p>___ Interconnection agreements ___ Maintenance directives / BMPS ___ Access Permits ___ Tenant Leases</p>	<p>___ Consultant Agreements ___ Construction/Bid Documents ___ Other _____ _____</p>
<p>3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:</p>	<p>___ Interconnection agreements ___ Maintenance directives / BMPS ___ Access Permits ___ Tenant Leases</p>	<p>___ Consultant Agreements ___ Construction/Bid Documents ___ Other _____ _____</p>
<p>4) Explain how the MS4 intends to prohibit illicit discharges if:</p> <ul style="list-style-type: none"> • none of the mechanisms in number 2 contain language prohibiting illicit discharges; or • the MS4 intends to add language to prohibit illicit discharges in other control mechanisms. 	<p>Explanation:</p>	
<p>5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?</p>	<p>Explanation:</p>	

Municipality:

Permit Number: NYR20A _ _ _

ADDENDUM 2. Minimum Control Measure 4 & 5. Construction Site & Post-Construction Stormwater Runoff Control Local Law

<p>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. The MS4s have until year 5 to complete this work.</p>	
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed Plan to complete for reporting in year: ___4; ___5.</p>
<p>2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).</p>	
<p>___ Access Permits ___ Tenant Leases ___ Requests for Proposals (RFPs) ___ Scope of Services</p>	<p>___ Consultant Agreements ___ Construction / Bid Documents ___ Other Policies / Procedures _____</p>
<p>3) All of the <u>erosion, sedimentation and stormwater management requirements</u> below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.</p>	
<p>Control Mechanism</p>	<p>Erosion, Sedimentation and Stormwater Management Requirements</p>
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public
<p>4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?</p>	<p>Explanation:</p>
<p>5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?</p>	<p>Explanation:</p>